



## LIVINGSTON BOARD OF EDUCATION VOTING MEETING AGENDA

August 12, 2025

Executive Session - Administration Building - 6:30 p.m.

Public Session - Administration Building - 7:00 p.m.

### I. OPEN SESSION

#### A. Call to Order – Seth Cohen, 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 2, 2025 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 and legal matters, negotiations and personnel

Action may be taken upon return to the 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.

### ROLL CALL VOTE

#### D. Pledge of Allegiance / Roll Call

#### E. Student Representative to the Board

*Abe Klein*

#### F. Superintendent's Report

#### G. Board Reports

## H. Approval of Minutes

The Superintendent recommends the following:

1. Voting Meeting Minutes of July 15, 2025

## ROLL CALL VOTE

### I. Public Comment

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. To protect the privacy of all students and staff, concerns regarding individual students and staff members should generally be addressed by first meeting with the appropriate administrative staff.

In order to permit the fair and orderly expression of such comment, the Board shall provide a period for public comment at every meeting of the Board.

Public participation shall be permitted only as indicated in accordance with Board Bylaw No. 0167.

Public participation shall be extended to residents of this district, persons having a legitimate interest in the actions of this Board, persons representing groups in the community or school district, representatives of firms eligible to bid on materials or services solicited by the Board, and employees and pupils of this district, except when the issue addressed by the participant is subject to remediation by an alternate method provided for in policies or contracts of the Board.

Public participation is not an opportunity to engage in a dialogue with the Board and 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, municipality of residence, and group affiliation, if appropriate;
2. A participant is limited to three (3) minutes' duration; elapsed time will be determined through the use of a timing device operated by the Board Secretary;
3. No participant may speak more than once and there shall be no yielding of time among speakers;
4. All statements shall be directed to the presiding officer; no participant may address or question Board members individually;
5. There shall be no cross dialogue between the participant and the Board and/or Administration;
6. Upon conclusion of a participant's remarks, the presiding officer will acknowledge the individual's remarks and may respond and/or direct a member of the Administration to respond to an inquiry following the participant's remarks or at the conclusion of the public participation session.

The presiding officer may:

- a. Interrupt, warn, or terminate a participant's statement when the statement is too lengthy, abusive, obscene, or irrelevant;
- b. Request any individual to leave the meeting when that person does not observe reasonable decorum;
- c. Request the assistance of law enforcement officers in the removal of a disorderly person when that person's conduct interferes with the orderly progress of the meeting;
- d. Call for a recess or an adjournment to another time when the lack of public decorum so interferes with the orderly conduct of the meeting as to warrant such action; and
- e. Waive these rules when necessary for the protection of privacy or the efficient administration of the Board's business.

N.J.S.A. 2C:33-8

N.J.S.A. 10:4-12

## II. RECOMMENDATIONS FOR APPROVAL

### 1. PROGRAM/CURRICULUM

The Superintendent recommends the following:

#### 1.1 Student Teacher Classroom Observations

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

**1.2 Professional Services Contract for Historian in Residence**

**Resolved**, that the Livingston Board of Education approves the "Historian in Residence" contract for the 2025-2026 school year with Professor G. Kurt Piehler of Florida State University at a cost not to exceed \$5,000.

**ROLL CALL VOTE**

**2. STUDENT SERVICES**

The Superintendent recommends the following:

**2.1 Out of District Placements**

**Resolved**, that the Livingston Board of Education approves placement for the academic year 2025-2026 for four (4) Livingston students with disabilities, and for Extended School Year 2025 (Summer Programs) 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 B**.

**2.2 Related Services**

**Resolved**, that the Livingston Board of Education approves the following consultants that will be utilized to provide related services for the 2025-2026 school year:

**BEHAVIORAL TRAINING & ASSISTANCE / APPLIED BEHAVIORAL ANALYSIS**

123ABA, LLC \$125.00/hour

**CHILD STUDY TEAM**

Sunbelt Staffing \$150.00/hour

**INTERPRETER**

Natural Languages, LLC \$129.74/hour

**ITINERANT TEACHER OF THE DEAF SERVICES**

Summit Speech School \$225.00/hour

**NURSING SERVICES**

Starlight Homecare Agency, Inc RN \$64.00/hour  
d/b/a Star Pediatric Home Care Agency LPN \$56.00/hour

**OCCUPATIONAL THERAPIST**

Kashanian, Jessica \$92.32/hour  
\$323.13/evaluation

**VISION THERAPY**

State of New Jersey, Commission of the Blind \$2,541.00/Level-1 Service

**2.3 US2 Consulting**

**Resolved**, that the Livingston Board of Education approves the contract with US2 Consulting to provide coaching and technical assistance in support of the learning and planning efforts around educational equity, anti-racism, diversity and inclusion initiated by the district for the 2025-2026 school year.

**2.4 Optum Medical Care of New Jersey P.C. d/b/a Riverside Medical Group**

**Resolved**, that the Livingston Board of Education approves the agreement with Optum Medical Care of New Jersey P.C. d/b/a Riverside Medical Group to provide drug screenings to students and staff in the district from July 1, 2025 to June 30, 2026 at the following rates:

Drug Screen Ten Panel	\$80.00
Physical - School	\$92.00
Drug and Alcohol Screen	\$100.00
Student Assessment Done with Drug Screens	\$100.00

**ROLL CALL VOTE**

**3. BUSINESS**

The Superintendent recommends 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.

<b><u>Fund</u></b>	<b><u>Name</u></b>	<b><u>Amount</u></b>
10,11,12	Operating Budget (checks 112479-112824; adv 294-354)	\$5,225,548.77
20	Operating Budget (checks 112478; adv 294-354)	\$10,242.11
60	Cafeteria (checks 60114-60142)	\$98.85
	<b>TOTAL</b>	\$5,235,889.73

**3.2 Transfers**

**Whereas**, the Superintendent of Schools recommends certain transfers among accounts in the 2024-2025 and 2025-2026 budget for July 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 as shown on **Attachment C**.

**3.3 Conferences and Overnight Trips**

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

**3.4 Donations**

**Resolved**, that the Livingston Board of Education gratefully accepts the donation of four used violins, valued at a total of \$1,600, from Stephen Bagley, Jr. and Beth

Bagley, on behalf of the estate of Nancy A. Bagley, to benefit the Visual and Performing Arts Department of the Livingston Public Schools.

**Resolved**, that the Livingston Board of Education approves the donation of 350 Big Ideas Math, Course 2, 2014 edition textbooks from the Mathematics Department to the Summit Board of Education.

**3.5 Disposal of Textbooks**

**Resolved**, that the Livingston Board of Education approves the disposal of 100 copies of Big Ideas Math, Course 2, 2014 edition textbooks.

**3.6 Settlement Agreement**

**Resolved**, that the Livingston Board of Education approves the Settlement Agreement for Case #04-2025 which is on file at the Board of Education office.

**3.7 Tuition Student (Receiving)**

**Resolved**, that the Livingston Board of Education approves the acceptance of the following tuition student for the 2025-2026 school year:

Student	School	Tuition
278681	Secondary	\$17,995

**3.8 Annual Appointments**

**Resolved**, that the Livingston Board of Education approves the following appointments for the 2025-2026 school year which are in effect until changed by resolution:

504 Compliance Officer	Dr. Maura Tuite
Affirmative Action Officers	Dr. Maura Tuite and Charles Raphael
Anti-Bullying Coordinator	Dr. Maura Tuite
Title IX Coordinator	Dr. Maura Tuite
Educational Stability Liaison	Dr. Maura Tuite

**3.9 Acceptance: Nonpublic Auxiliary and Handicapped Aid (Chapter 192/193)**

**Resolved**, that the Livingston Board of Education approves the acceptance of funds from the New Jersey Department of Education for the Nonpublic Auxiliary and Handicapped Services Aid (Chapter 192/193) for the 2025/2026 school year as follows:

Chapter 192 – Compensatory Education	\$43,295.00
Chapter 193 – Initial Exam & Class	\$90,180.00
Chapter 193 – Annual Exam & Class	\$34,580.00
Chapter 193 – Corrective Speech	\$53,010.00
Chapter 193 – Supplemental Instruction	\$114,814.00
Chapter 192 – E.S.L	\$882.00

**3.10 Application and Receipt of Funds for IDEA Grants**

**Resolved**, that the Livingston Board of Education approves the submission and acceptance of funds for the fiscal year 2025-2026 IDEA Grant Application for the following amounts for special education programs:

IDEA Basic	\$1,504,093.00
IDEA Preschool	\$62,206.00

The IDEA Basic amount includes \$266,403.00 of Non-Public Funds. The district's spending amount for IDEA Basic is \$1,237,690.00.

**3.11 Extraordinary Aid Award: FY2025**

**Resolved**, that the Livingston Board of Education accepts the 2024-2025 Extraordinary Aid Award in the amount of \$1,932,009.00.

**3.12 Licensing Agreement**

**Resolved**, that the Livingston Board of Education approves the Licensing Agreement with Mr. Adam Brenner for the encroachment of a chain link fence and/or shrubs and/or trees upon the Board of Education's property.

**3.13 Livingston Huaxia Chinese School**

**Resolved**, that the Livingston Board of Education enters into a contract with the Livingston Huaxia Chinese School for the use of facilities at Mount Pleasant Middle School for the 2025-2026 school year.

**3.14 Livingston Chinese School**

**Resolved**, that the Livingston Board of Education enters into a contract with the Livingston Chinese School for the use of facilities at Heritage Middle School for the 2025-2026 school year.

**3.15 Policies & Regulations**

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

- Policy #2360 - Use of Technology (with revisions)
- Policy #2361 - Acceptable Use of Computer Networks/Computers and Resources (M) (with revisions)
- Policy # 5460 - High School Graduation (M) (with revisions)
- Policy #5530 - Substance Abuse (M) (with revisions)
- Policy #7523 - School District Provided Technology Devices to Students (with revisions)

**Resolved**, that the Livingston Board of Education abolishes the following policy:

- Policy 1648.15 - Record Keeping for Healthcare Settings in School Buildings - COVID 19 (M)

**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
<i>Amanda Cognetti</i>	Elementary School Teacher	Resignation	MPE	June 30, 2025
<i>Deanamarie Salvadore</i>	Instructional Aide	Resignation	Hillside	June 30, 2025
<i>Diana Terrana</i>	PRIDE Aide	Resignation	BHE	June 30, 2025
<i>Kelly-Ann Russo</i>	Instructional Aide	Resignation	Harrison	June 30, 2025
<i>Jennifer Ferris-Hoagland</i>	Life Skills TA	Resignation	LHS	June 30, 2025
<i>Stefanie Spitz</i>	ABA Discrete Trial TA	Resignation	BHE	June 30, 2025
<i>Jeremy Golden</i>	Instructional Aide	Resignation	Hillside	June 30, 2025
<i>Yvette Archelus</i>	Playground Aide	Resignation	Riker Hill	June 30, 2025

*\*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
<i>Jacqueline Gronck</i>	BHE	Teacher of Health & PE	10/13/2025-1/1/2026	1/2/2026-4/10/2026**	NA	4/13/2026
<i>Veronica Terrana*</i>	LHS	Teacher of Italian	NA	8/25/2025-9/10/2025 & 9/11/2025-12/4/2025**	NA	12/5/2025
<i>Michelle Golden</i>	RHE	TOSD	12/1/2025-1/1/2026	1/2/2026-1/21/2026 & 1/22/2026-4/30/2026**	NA	5/1/2026
<i>Breanne Mannes</i>	HMS	TOSD	9/15/2025-10/13/2025	10/14/2025-12/8/2025 & 12/9/2025-3/13/2026**	NA	3/16/2026
<i>Jamal Chavis</i>	BHE	ABA TA	NA	8/25/2025-	NA	9/18/2025

\*as amended from a previous agenda

\*\*Designates time counted toward NJFLA/FMLA

### 4.3 Transfers

**Resolved**, that the Livingston Board of Education approves the personnel transfers as listed on **Attachment E**.

### 4.4 Job Description

**Resolved**, that the Livingston Board of Education approves the following job description:

*Executive Director of Special Education and Student Personnel Services*

### 4.5 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
<i>Dr. Maura Tuite</i>	CO	Executive Director of SE & SPS	Tenure Track	NA	NA	NA	\$210,000 (prorated)	8/16/2025-11/30/2025
<i>Orhan Ajeti</i>	LHS	Campus Facility Supervisor	NA	D. Grimes	NA	NA	\$90,000 (prorated)	8/1/2025
<i>Jessica Lukasiewicz*</i>	RHE	Elementary School Teacher	First year Tenure Track	G. Finnegan	MA	3	\$66,568	8/25/2025
<i>Abigail Gross</i>	LHS	Teacher of Art	First Year Tenure Track	J. Ostroff	BA	4	\$59,568 (prorated)	Upon issuance of certification
<i>Caroline Godino</i>	BHE	TOSD	First Year Tenure Track	C. Haggerty (transfer)	MA	9	\$75,568	8/25/2025
<i>Ruth Finkelman*</i>	LHS	Teacher of Mathematics (.8)	First Year Tenure Track	E. Diaz	BA	1	\$45,254* (prorated)	Upon issuance of certification
<i>Donna Anello Feldman*</i>	MPMS	Acting Assistant Principal	NA	NA	LAA AP MPM/Elem	1	\$113,125 (prorated)	Upon issuance of certification
<i>Kathleen Burns</i>	Collins	Elementary School Teacher	One Year Leave Replacement	J. D'Annunzio /M. Bonanne	MA	1	\$64,568	8/25/2025
<i>Melandie Eliscat</i>	HMS	School Social Worker	Leave Replacement	E. DeStefano	MA	1	\$64,568 (prorated)	8/25/2025-2/6/2026
<i>Christen Stefanelli</i>	BHE	Occupational Therapist	First Year Tenure Track	B. Vasto	D	7	\$79,018	8/25/2025
<i>Laura Seaver</i>	MPE/RHE	TOSD	First Year Tenure Track	I Gardner/M Golden	BA	15	\$90,800	upon release from current district
<i>Victoria Santos</i>	Harrison	Custodian (Nights)	NA	J. Barbour	C	1	\$44,554 plus \$975 for nights	8/18/2025
<i>Arjanit Haxhiu</i>	LHS	Custodian (Nights/Weekends)	NA	S. Kellman	C	1	\$44,554 plus \$975 for nights &	8/18/2025

							\$975 for weekend differential	
<i>Catherine Scappetto</i>	RHE	Playground Aide	NA	NA	NA	NA	\$18/hr	8/27/2025

*\*as amended from a previous agenda*

**Resolved**, that the Livingston Board of Education approves the appointment of the ABA Discrete Trial TAs and Instructional Aides as listed on **Attachment F**.

**4.6 Appointment of Assistant Superintendent for Special Education and Student Personnel Services**

**Resolved**, that the Livingston Board of Education approves the contract between the LBOE and *Dr. Maura Tuite (Assistant Superintendent for Special Education and Student Personnel Services)*. The contract will commence on December 1, 2025 and end on June 30, 2026. A copy of this contract is on file at the Board Office and has been approved by the Executive County Superintendent.

**4.7 Substitutes**

**Resolved**, the Livingston Board of Education approves *Alexandra Wynn* as a certified substitute. This individual is currently employed by the District. She will be compensated an additional \$50/day for this assignment.

**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 2025-2026 school year:

**Teachers**

- Kelly-Ann Russo*
- Ellen Goldstein (retired)*
- Elaine Ricciardi*
- Joshua Zacher*
- Samuel Tafel*
- Ruth Finkelman*
- Abigail Gross*
- Alexandra Wynn*

**Custodial Summer Worker**

*Max Berkowitz (\$15.50/hr)*

**Custodial**

*Jaiden O'Neal (\$18.50/hr)*

**IT Support Substitute**

*Francis Sheehan*

**4.8 Extra Period Assignments**

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

**4.9 Contract Adjustments**

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

#### **4.10 Stipends**

**Resolved**, that the Livingston Board of Education approves the individuals on **Attachment I** for athletic stipends at Livingston High School for the 2025-2026 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 J** for co-curricular stipends at Livingston High School for the 2025-2026 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 K** for co-curricular stipends at Heritage Middle School for the 2025-2026 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 L** for athletic stipends at Heritage Middle School for the 2025-2026 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 M** for co-curricular stipends at Mt. Pleasant Middle School for the 2025-2026 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 N** for elementary stipends for the 2025-2026 school year in accordance with the contract between the LBOE and the LEA.

#### **4.11 Summer Work**

**Resolved**, that the Livingston Board of Education approves *Carolyn Ross* to work an extra 2 days over the summer of 2025. She will be paid at her daily rate and these days will be non-pensionable.

**Resolved**, that the Livingston Board of Education approves *Jean Oscar* to work up to 5 days over the summer of 2025 at his hourly rate.

**Resolved**, that the Livingston Board of Education approves *Jasmine Antunez* to work over the summer of 2025 to take the "*Tools of the Mind*" curriculum training at no additional cost to the District.

**Resolved**, that the Livingston Board of Education approves the team leaders on **Attachment O** to work up to six hours over the summer of 2025. Individuals will be compensated at the hourly rate approved for curriculum writing.

#### **4.12 Curriculum Writing**

**Resolved**, that the Livingston Board of Education approves the individuals on **Attachment P** to participate in summer curriculum writing during the summer of 2025 at the approved rate.

#### **4.13 Lateral Moves**

**Resolved**, that the Livingston Board of Education approves the lateral moves as listed on **Attachment Q**.

#### **4.14 IDEA Basic and IDEA Preschool Salary Allocations**

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

#### **4.15 Memoranda of Understanding**

**Resolved**, that the Livingston Board of Education enters into a Memorandum of Understanding between itself and the Livingston Administrator's Association (LAA) dated August 12, 2025 regarding summer vacation time.

**Resolved**, that the Livingston Board of Education enters into a Memorandum of Understanding between itself and the Livingston Education Association (LEA) dated August 12, 2025 regarding stipends.

### **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**

#### **J. Old Business**

#### **K. New Business**

### **III. 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 August 12, 2025 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 matters.
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.

Name	School	Type of Placement	District	Location	Assigned Staff	Date
Maeve Marron	Montclair State University	Observation	Heritage Middle	Kristin Pelletier	9/1/2025-12/20/2025	

<u>School</u>	<u>Program Type</u>	<u>Type</u>	<u>School Year 2025-2026</u>			<u>Extraordinary Services</u>			<u>Extended School Year</u>			<u>Total School</u>
			<u># of Stud</u>	<u>Tuition 2025-2026</u>	<u>Total Tuition</u>	<u># of Stud</u>	<u>Aide(s)</u>	<u># of Stud</u>	<u>ESY Tuition</u>	<u>Total ESY Tuition</u>		
Sage Alliance	Emotional Regulation Impairment	N/R	3	\$ 78,622.20	\$ 235,866.60				2	\$17,471.60	\$ 34,943.20	\$ 270,809.80
The College of New Jersey Career & Community Studies	Post Secondary Transition	R	1	\$ 24,434.00	\$ 24,434.00							\$ 24,434.00
Total			4		\$ 260,300.60				2		\$ 34,943.20	\$ 295,243.80

Type

Renewal (R) indicates that the student has been at that OOD school and is continuing to be placed there.  
New (N) indicates that the student is a newly placed OOD student or an additional service has been added.  
Transfer (T) indicates that the student has been OOD, but has transferred to another OOD school.  
New to District (ND) indicated that the student moved in and was already placed OOD.

**Livingston Board of Education  
Monthly Transfer Report  
2025-26 July**

Attachment C

Budget Category	Accounts	Original Budget	Prior Year Encumbrances	Original Budget For 10% Calc	Maximum Transfer Out Allowed	YTD Net Transfers	% change of transfers	Remaining Transfers Out Allowed	Account Balance
Regular Programs	11-1xx-100-xxx 12-1xx-100-xxx 13-1xx-100-xxx 18-1xx-100-xxx	45,313,781.13	.00	45,313,781.13	4,531,378.11	22,682.33	.05	4,554,060.44	43,644,154.31
Special Education, Basic Skills/Remedial and Bilingual Instruction and Speech/OT/PT and Ex	1x-2xx-100-xxx 1x-000-216-xxx 1x-000-217-xxx	19,208,870.94	.00	19,208,870.94	1,920,887.09	-31,630.28	-.16	1,889,256.81	18,070,304.37
Vocational Programs-Local	1x-3xx-100-xxx	59,030.00	.00	59,030.00	5,903.00	.00	.00	5,903.00	57,306.05
School-Spon. Co/Extra-Curr. Activities,School Sponsored Athletics, and Other Instructional	11-4xx-100-xxx 11-4xx-2xx-xxx 12-4xx-100-xxx	3,322,114.84	.00	3,322,114.84	332,211.48	8,947.95	.27	341,159.43	3,271,390.35
Community Services Programs/Operations	1x-800-330-xxx	.00	.00	.00	.00	.00	.00	.00	.00
<b>UNDISTRIBUTED EXPENSES</b>		<b>67,903,796.91</b>	<b>.00</b>	<b>67,903,796.91</b>	<b>6,790,379.68</b>	<b>.00</b>	<b>.00</b>	<b>6,790,379.68</b>	<b>65,043,155.08</b>
Tuition	11-000-100-xxx 16-000-100-xxx 17-000-100-xxx 18-000-100-xxx	8,674,741.21	.00	8,674,741.21	867,474.12	.00	.00	867,474.12	3,244,525.20
Attendance and Social Work, Health, Guidance, Child Study Teams, Education, Media Services	1x-000-211-xxx 1x-000-213-xxx 1x-000-218-xxx 1x-000-219-xxx 1x-000-222-xxx	9,479,050.81	.00	9,479,050.81	947,905.08	.00	.00	947,905.08	9,338,170.22
Improvement of Instruction Services and Instructional Staff Training Services	1x-000-221-xxx 1x-000-223-xxx	3,676,589.80	.00	3,676,589.80	367,658.98	.00	.00	367,658.98	3,589,450.62
General Administration	11-000-230-xxx	1,321,370.00	.00	1,321,370.00	132,137.00	.00	.00	132,137.00	928,851.26
School Administration	11-000-240-xxx	4,998,561.22	.00	4,998,561.22	499,856.12	.00	.00	499,856.12	4,851,094.84
Central Services & Administrative Information Technology	11-000-25x-xxx	3,982,983.04	.00	3,982,983.04	398,298.30	-99,453.42	-2.50	298,844.88	2,840,063.00
Operation and Maintenance of Plant Services	11-000-26x-xxx	10,135,218.00	.00	10,135,218.00	1,013,521.80	.00	.00	1,013,521.80	7,257,263.34
Student Transportation Services	11-000-270-xxx	5,646,354.00	.00	5,646,354.00	564,635.40	.00	.00	564,635.40	4,857,411.25
Personal Services-Employee Benefits	11-xxx-xxx-2xx	26,084,793.00	.00	26,084,793.00	2,608,479.30	.00	.00	2,608,479.30	12,927,062.99
Food Services	11-000-310-xxx	.00	.00	.00	.00	.00	.00	.00	.00
Transfer Property Sale Proceedes to Debt Service Reserve	11-000-520-934	.00	.00	.00	.00	.00	.00	.00	.00
Transfer from General Fund Surplus to Debt Service Fund to Repay CDL	11-000-520-936	.00	.00	.00	.00	.00	.00	.00	.00
<b>TOTAL GENERAL CURRENT EXPENSE</b>		<b>73,999,661.08</b>	<b>.00</b>	<b>73,999,661.08</b>	<b>7,399,966.10</b>	<b>-99,453.42</b>	<b>-.13</b>	<b>7,300,512.68</b>	<b>49,833,892.72</b>
Equipment	12-xxx-xxx-73x	40,000.00	.00	40,000.00	4,000.00	.00	.00	4,000.00	4,683.29

**Livingston Board of Education  
Monthly Transfer Report  
2025-26 July**

Budget Category	Accounts	Original Budget	Prior Year Encumbrances	Original Budget For 10% Calc	Maximum Transfer Out Allowed	YTD Net Transfers	% change of transfers	Remaining Transfers Out Allowed	Account Balance
Facilities Acquisition and Construction Services	12-000-4xx-xxx	5,227,565.00	.00	5,227,565.00	522,756.50	99,453.42	1.90	622,209.92	2,959,182.96
Capital Reserve-Transfer to Capital Expend. Fund	12-000-4xx-931	.00	.00	.00	.00	.00	.00	.00	.00
Capital Reserve-Transfer to Repayment of Debt	12-000-4xx-933	.00	.00	.00	.00	.00	.00	.00	.00
<b>TOTAL CAPITAL EXPENDITURES</b>		<b>5,267,565.00</b>	<b>.00</b>	<b>5,267,565.00</b>	<b>526,756.50</b>	<b>99,453.42</b>	<b>1.89</b>	<b>626,209.92</b>	<b>2,963,866.25</b>
<b>TOTAL SPECIAL SCHOOLS</b>	<b>13-xxx-xxx-xxx</b>	<b>63,600.00</b>	<b>.00</b>	<b>63,600.00</b>	<b>6,360.00</b>	<b>.00</b>	<b>.00</b>	<b>6,360.00</b>	<b>35,798.53</b>
Transfer of Funds to Charter Schools	10-000-100-56x	116,961.00	.00	116,961.00	11,696.10	.00	.00	11,696.10	116,961.00
General Fund Contribution to School Based Budgets	10-000-520-930	.00	.00	.00	.00	.00	.00	.00	.00
<b>OPERATING BUDGET GRAND TOTAL</b>		<b>147,351,583.99</b>	<b>.00</b>	<b>147,351,583.99</b>	<b>14,735,158.38</b>	<b>.00</b>	<b>.00</b>	<b>14,735,158.38</b>	<b>117,993,673.58</b>



School Business Administrator Signature

August 6, 2025  
Date

<b>Conference</b>	<b>Attendee(s)</b>	<b>Date(s)</b>	<b>Location</b>	<b>Cost not to exceed</b>
NJSBA Workshop 2025	Dr. Daniel Fishbein	October 20-23, 2025	Atlantic City, NJ	\$750.00
NJSBA Workshop 2025	Jessica Rapp	October 20-23, 2025	Atlantic City, NJ	\$750.00
NJSBA Workshop 2025	Mark Stern	October 20-23, 2025	Atlantic City, NJ	\$750.00
NJSBA Workshop 2025	Susan Burman	October 20-23, 2025	Atlantic City, NJ	\$750.00
NJSBA Workshop 2025	Fang Gong	October 20-23, 2025	Atlantic City, NJ	\$750.00
NJSBA Workshop 2025	Inna Yelisevich	October 20-22, 2025	Atlantic City, NJ	\$550.00
NJSBA Workshop 2025	Pamela Chirls	October 20-22, 2025	Atlantic City, NJ	\$550.00
NJSBA Workshop 2025	Seth Cohen	October 21-22, 2025	Atlantic City, NJ	\$350.00
NJSBA Workshop 2025	Parul Khemka	October 21-22, 2025	Atlantic City, NJ	\$350.00
NCSS Annual Conference	Dawn Feeley	December 4-7, 2025	Washington, DC	\$2,400.00
Artificial Intelligence, Schools and the Law	Rob Rolling	August 7, 2025	Monroe Township, NJ	\$210.00
Straus Essmay: HIB Training	Maura Tuite	September 29, 2025	Toms River, NJ	\$200.00
NJASBO AI Intermediate and AI Expert Training	Jessica Rapp	August 11, 2025	Robbinsville, NJ	\$490.00
2025 AENJ Art & Soul Conference	Kirsten Angel Lambert	October 27-28, 2025	Princeton, NJ	\$350.00

## 2025-26 PERSONNEL TRANSFERS

<b>PTR #</b>	<b>Current Location</b>	<b>TT/LOA</b>	<b>New Location</b>	<b>PTR# to be created/restored</b>	<b>Effective Date(s)</b>
9700-050-SCI712-001*	LHS	TT	Collins	1004-080-ELEM-017 <b>(C. Sadowski)**</b> (legacy 9700-050-SCI712-001)	8/25/2025- 6/30/2026
1004-080-ELEM-017-LR <b>(D. Feldman)</b>	Collins	LOA	LHS	9700-050-SCI712-001-LR (legacy 1004-080-ELEM-017)	8/25/2025- 6/30/2026
2475-110-SPEDPK6-002-LR <b>(I. Gardner)</b> 2475-118-SPEDPK6-005-LR <b>(M. Golden)</b>	MPE/RHE	LOA	LHS (.4)/MPM (.2)/Hillside (.4)	LHS -LR 9700-060-SPEDPK6-001-LR (.2) 9705-100-SPEDPK6-006-LR (.4) Legacy codes 2475-110-SPEDPK6-002-LR <b>(I. Gardner)</b> 2475-118-SPEDPK6-005-LR <b>(M. Golden)</b>	8/25/2025- 6/30/2026
NEW TOSD (.4) LHS 9700-060-SPEDPK6-001 (.2) 9705-100-SPEDPK6-006 (.4)	LHS/MPM/ Hillside	TT	MPE/RHE	#1 =  #2 = legacy codes NEW TOSD (.4) LHS 9700-060-SPEDPK6-001 (.2) 9705-100-SPEDPK6-006 (.4)	8/25/2025- 6/30/2026

\*extra period assignments due to scheduling

<b>Name</b>	<b>Transferring From</b>	<b>Location</b>	<b>Transferring To</b>	<b>Location</b>	<b>Replacing</b>	<b>Effective Date(s)</b>
<i>Brooke Newman</i>	Teacher of Social Studies	HMS	TOSD	HMS	returning to former position	8/25/2025
<i>Caitlin Sadowski</i>	Kindergarten Teacher	MPE	Elementary School Teacher	COL	D. Feldman (see PTR transfer from LOA to TT)**	8/25/2025
<i>Carly Haggerty</i>	TOSD	BHE	Elementary School Teacher	MPE	A. Cognetti	8/25/2025
<i>Isabel Vila</i>	Teacher of Spanish	HMS	Teacher of Spanish	LHS	A. Marrero	8/25/2025

Location	Name	Position	Guide	Step	Base Salary	Longevity	ACE	Total Salary	FTE
<b>APPOINTMENTS</b>									
HMS	Bernstein, Jacob	ABA Discrete Trial TA	TA	1	\$34,812	\$0	\$0	\$34,812	1.0
HAR	Kumaresan, Bharati	Instructional Aide	I&KA	1	\$27,991	\$0	\$0	\$27,991	1.0
HAR	Rachioppi, Valeria	Instructional Aide	I&KA	1	\$27,991	\$0	\$0	\$27,991	1.0
HIL	Gambino, Necole	ABA Discrete Trial TA	TA	1	\$34,812	\$0	\$0	\$34,812	1.0
LHS	Foster, Sophia	Instructional Aide	I&KA	1	\$27,991	\$0	\$0	\$27,991	1.0
LHS	Karnessis, Sofia	Life Skills TA	TA	1	\$34,812	\$0	\$0	\$34,812	1.0
<b>TRANSFERS</b>									
BHE	Borneo, Krystal	ABA Discrete Trial TA	TA	1	\$34,812	\$0	\$0	\$34,812	1.0
BHE	Wong, Yuen Yee	PRIDE TA	TA	1	\$34,812	\$0	\$0	\$34,812	1.0
COL	Chhadwa, Khyati	Instructional Aide	I&KA	6	\$32,048	\$0	\$0	\$32,048	1.0

Name	Position	Location	# Classes	Effective Date
Gengaro, Marisa	TOSD	HIL	0.2	8/27/25-6/30/26
Veneroso, Amanda	TOSD	HIL	0.2	8/27/25-6/30/26
Denise Urbanski	TOSD	MPMS	0.2	9/1/2025 - 6/30/2026
Liana Gilsenan	TOSD	MPMS	0.2	9/1/2025 - 6/30/2026
Erin Carabello	Healthy Habits	MPMS	0.2	9/1/2025 - 6/30/2026
Christina Ness	Healthy Habits	MPMS	0.2	9/1/2025 - 6/30/2026
Erica DeRosa	Healthy Habits	MPMS	0.2	9/1/2025 - 11/10/2025
Sydney Pollard	Healthy Habits	MPMS	0.2	9/1/2025 - 11/10/2025
Melissa Robol	Healthy Habits	MPMS	0.2	9/1/2025 - 11/10/2025
Greenberg, Julia	Teacher of Art	MPM	0.08	9/1/2025 - 6/30/2026
Rupert, Jennifer	Teacher of Music	MPM	0.08	9/1/2025 - 6/30/2026

Vincent Belcastro	Teacher of Italian	HMS	0.2	9/1/2025 - 6/30/2026
Fu Lin Risoldi	Teacher of Chinese	HMS/LHS	0.2	9/1/2025 - 6/30/2026
Erin Magalhaes	Teacher of Business Education	HMS	0.2	9/1/2025 - 11/5/2025; 1/27/2026 - 6/30/2026
Cynthia Cooney	Teacher of Business Education	HMS	0.2	9/1/2025 - 1/26/2026; 4/14/2026 - 6/30/2026
Danielle Morales	Teacher of Family Consumer Science	HMS	0.2	9/1/2025 - 4/13/2026
Susan Stevenson	Teacher of Family Consumer Science	HMS	0.2	9/1/2025 - 1/26/2026; 4/14/2026 - 6/30/2026
Benjamin DeRuosi	Teacher of Technology Education	HMS	0.2	9/1/2025 - 4/13/2026
Kenneth Zushma	Teacher of Technology Education	HMS	0.2	11/6/2025 - 6/30/2026
Barbara Levy	Teacher of Art	HMS	0.1	9/1/2025 - 6/30/2026
Gina Bianco	Teacher of Art	HMS	0.1	9/1/2025 - 6/30/2026
LeBlanc, Lisa	Tech Coach	HMS	0.1	9/1/2025 - 6/30/2026
Sass, Mary	Teacher of Social Studies	HMS	0.2	9/1/2025 - 6/30/2026
Bianco, Gina	Teacher of Art (GT Art)	HMS	0.16	9/1/2025 - 6/30/2026

Hughes, Brendan	Teacher of Music (GT Music)	HMS	0.04	9/1/2025 - 6/30/2026
Pelletier, Kristin	Teacher of Music (GT Music)	HMS	0.04	9/1/2025 - 6/30/2026
Angel-Lambert, Kirsten	Teacher of Art	LHS	0.2	9/1/2025-6/30/2026
Juliano, Mark	Teacher of Music	LHS	0.2	9/1/2025-6/30/2026
King, Dan	Teacher of Music	LHS	0.2	9/1/2025-6/30/2026
Daily, Jason	Teacher of Art - AM Wired	LHS	0.25	9/1/2025-6/30/2026
Sheehan, Frank	Teacher of Art - TV Duty	LHS	0.3	9/1/2025-6/30/2026
Sunga, Michael	Teacher of English	LHS	0.2	9/1/2025-1/26/2026
Callahan, Tim	Teacher of English	LHS	0.2	9/1/2025-6/30/2026
Catalano, Pat	Teacher of Math	LHS	0.2	9/1/2025-9/18/2025
Edouard, Jennifer	Teacher of Math	LHS	0.2	9/1/2025-9/18/2025
Ladolcetta, Michael	Teacher of Math	LHS	0.2	9/1/2025-9/18/2025
Poyner, Dorte	Teacher of Math	LHS	0.2	9/1/2025-9/18/2025
Poyner, Dorte	Teacher of Math	LHS	0.2	9/1/2025-9/18/2025
Matheus, Antonio	Teacher of Math - Supervisor	LHS	0.2	9/1/2025-6/30/2026
Rossi, Victoria	Teacher of PE/Health	LHS	0.2	9/1/2025-6/30/2026
Asimou, Eugene	Teacher of PE/Health	LHS	0.2	9/1/2025-11/5/2026
Schroeder, Scott	Teacher of PE/Health	LHS	0.2	9/1/2025-6/30/2026
Cirlincione, Paul	Teacher of PE/Health	LHS	0.2	9/1/2025-6/30/2026
Aaron, Samantha	Teacher of Science	LHS	0.25	9/1/2025-6/30/2026
George, Chris	Teacher of Science	LHS	0.25	9/1/2025-6/30/2026
Starace, Dorine	Teacher of Science	LHS	0.25	9/1/2025-6/30/2026
Young, Brenda	Teacher of Science	LHS	0.25	9/1/2025-6/30/2026
Carey, Brian	Teacher of Science - Supervisor	LHS	0.25	9/1/2025-6/30/2026
Bisconti, Brett	Teacher of Social Studies	LHS	0.2	9/1/2025-6/30/2026
Fernandez, Nicholas	Teacher of Social Studies	LHS	0.2	9/1/2025-6/30/2026
Tejeda, Jill	Teacher of Social Studies	LHS	0.2	9/1/2025-1/26/2026
Mann, Emily	Teacher of Special Education	LHS	0.2	1/27/2026-6/18/2026
Peklo, William	Teacher of Special Education	LHS	0.2	9/1/2025-6/30/2026
Smith, Mary	Teacher of Special Education	LHS	0.2	9/1/2025-6/30/2026

Lytle, Dana	Teacher of Special Education	LHS	0.2	9/1/2025-11/19/2025
Gonzalez, Dan	Teacher of Special Education	LHS	0.2	9/1/2025-11/19/2025
Alfaro, Lila	Teacher of Special Education	LHS	0.2	9/1/2025-11/19/2025
Delia, Kristia	Teacher of Special Education	LHS	0.2	9/1/2025-11/19/2025
Delia, Kristia	Teacher of Special Education	LHS	0.2	9/1/2025-11/19/2025
Cruz, Sean	Teacher of Business	LHS	0.2	9/1/2025-6/30/2026
Richards, David	Teacher of Technology	LHS	0.2	9/1/2025-6/30/2026
Krumholz, Drew	Teacher of World Language	LHS	0.2	9/1/2025-6/30/2026
Pacholec, Natalite	Teacher of Special Education	LHS	0.2	9/1/2025-6/30/2026
Pacholec, Natalite	Teacher of Special Education	LHS	0.2	9/1/2025-6/30/2026

<b>Location</b>	<b>Name</b>	<b>Position</b>	<b>Guide</b>	<b>Step</b>	<b>Base Salary</b>	<b>ACE</b>	<b>Longevity</b>	<b>Total Salary</b>	<b>FTE</b>
Denise Hicks	Transportation	35-Hr Bus Driver	35-Hr BD	9	\$41,014	\$0	\$2,540	\$43,554	1.00
Vincenza DeFeo	Transportation	35-Hr Bus Driver	35-Hr BD	6	\$35,814	\$0	\$0	\$35,814	1.00

2025-26 LHS ATHLETIC STIPENDS			
Position	# of Positions	2025-2026	Recommended
Baseball - Head	1	\$11,216.00	Sean Cruz
Baseball - Assistant	3	\$8,445.00	Michael Altomare
Boys' Basketball - Head	1	\$11,216.00	Joseph Gill (OD)
Boys' Basketball - Assistants	2	\$8,445.00	William Wolfe (OD)
Boys' Basketball - Assistants		\$4,222.50	Jake Cohen (OD) .5
Boys' Basketball - Assistants		\$4,222.50	David Mead .5
Boys' Basketball	VOLUNTEER		Steven Kroeger (OD)
Bowling - Head	1	\$8,445.00	Griffith Hughes (OD)
Girls' Basketball - Head	1	\$11,216.00	Ashley Addison
Girls Basketball - Assistants	2	\$8,445.00	Cara Dlugo
Girls Basketball - Assistants		\$8,445.00	Lauren Daugherty
Girls Basketball	VOLUNTEER		Natalie Pacholec
Cheerleaders Fall - Head	1	\$5,891.00	Laura Fabrizio
Cheerleaders Fall - Assistant	1	\$4,565.00	Meredith Franco
Cheerleaders Winter - Head	1	\$7,785.00	Laura Fabrizio
Cheerleaders Winter - Assistant	1	\$4,565.00	Meredith Franco
Facility Equipment Manager	1	\$3,615.00	Scott Schroeder
Site Manager (233 hours)	1	\$48.67 per hour	Scott Schroeder Robert Breschard Stu Lukowiak Joseph Gill Paul Ehrenfeld Melissa Gromek Paul Raiz Les Ambio Cara Dlugo Paul Cirlincione Eugene Asimou Ronald Barbella (OD) Lloyd Hamilton Ben Leone Michael Munley
Boys Fencing - Head	1	\$9,897.00	Greg Puccio (OD)
Girls Fencing - Head	1	\$9,897.00	Jeanette Ng (OD)
Fencing - Assistant	2	\$7,785.00	Christy Hernandez (OD)
Fencing - Assistant		\$3,892.50	Alice Ng (OD) .5
Fencing - Assistant		\$3,892.50	Andrew Richardson (OD) .5
Field Hockey - Assistants	2	\$8,445.00	Kira Steinmark
Golf - Head	1	\$8,445.00	John Waddon (OD)

Golf	VOLUNTEER		Joe Gill (OD)
Ice Hockey - Head	1	\$11,216.00	David Conklin (OD)
Ice Hockey - Assistant	1	\$8,445.00	Dave Melucci (OD)
Ice Hockey	VOLUNTEER		Zachary Dorfman
Ice Hockey	VOLUNTEER		Trey Peacock (OD)
Boys' Lacrosse - Head	1	\$11,216.00	Brad Dzama (OD)
Boys Lacrosse - Assistants	2	\$8,445.00	Patrick Nann
Boys Lacrosse - Assistants	2	\$8,445.00	Kevin Meany (OD)
Girls Lacrosse - Head	1	\$11,216.00	Kelly Nann
Girls Lacrosse - Assistants	2	\$8,445.00	Daniella Wagenti (OD)
Girls Lacrosse - Assistants	2	\$8,445.00	Lila Alfaro
Girls Softball - Head	1	\$11,216.00	Ian Matten
Girls Softball - Assistants	2	\$8,445.00	David Nankivell (OD)
Girls Softball - Assistants	2	\$8,445.00	Taylor Torre
Ski Team	1	\$5,278.00	Melissa Gromek
Boys Swimming - Head	1	\$9,897.00	Scott Schroeder
Girls Swimming - Head	1	\$9,897.00	Tracy Rosenberg (OD)
Boys Tennis - Head	1	\$9,897.00	Paul Cirlincione
Boys Track Winter - Head	1	\$11,216.00	Raz Blau
Boys Winter Track - Assistant	1	\$8,445.00	Nancy Petryna
Girls Track Winter - Head	1	\$11,216.00	David Czeizinger (OD)
Girls Winter Track - Assistant	1	\$8,445.00	Eugene Asimou
Flag Football	1	\$8,445.00	Robert Breschard
Flag Football	VOLUNTEER		Melissa Gromek
Boys Track Spring - Head	1	\$11,216.00	Nancy Petryna
Boys Track Spring - Assistants	2	\$8,445.00	Andrew Greenberg
Boys Track Spring - Assistants	2	\$8,445.00	Robert Gillo
Girls Track Spring - Head	1	\$11,216.00	Raz Blau
Girls Track Spring - Assistants	2	\$8,445.00	Eugene Asimou
Girls Track Spring - Assistants	2	\$8,445.00	David Czeizinger (OD)
Boys Volleyball - Head	1	\$11,216.00	Dan Kim (OD)
Boys Volleyball - Assistants	2	\$8,445.00	Christopher Terranova (OD)
Boys Volleyball - Assistants	2	\$8,445.00	James Giuliani
Wrestling - Head	1	\$11,216.00	Daniel Brill
Wrestling - Assistants	2	\$8,445.00	Charles Miseo (OD)
Wrestling - Assistants	2	\$8,445.00	Tom Garzon
Wrestling	VOLUNTEER		Matthew Brill (OD)
Wrestling	VOLUNTEER		Robert Keenan (OD)
Wrestling	VOLUNTEER		Thomas Rigas (OD)

Strength Training Fall	VOLUNTEER		Sean Cruz
Strength Training Winter - Head	2	\$3,287.00	Robert Breschard
Strength Training Spring - Head	2	\$3,287.00	Robert Breschard
High School Intramural - Coordinator	1	\$3,287.00	Robert Gillo
Intramural Coaches 44 sessions * 3 seasons	132	\$43.38 per session	Robert Gillo Cara Dlugo Paul Cirlincione Scott Schroeder Thomas Mantone Michael Munley Victoria Rossi Sean Pauls Kelly Nann Eugene Asimou Ernie Cuneo
Game Worker - PA Announcer		\$1,200	Ernie Cuneo
Game Worker - Security		\$25.80/hr	Les Ambio
Game Worker - Security		\$25.80/hr	Stu Lukowiak
Game Worker - Security		\$25.80/hr	Ron Barbella (OD)
Game Worker - Security		\$25.80/hr	Louis Mullen (OD)
Game Worker - Security		\$25.80/hr	Vincent Kulick
Game Worker - Security		\$25.80/hr	Joe Sullivan
Game Worker		\$23.22/hr	Karen Alessio
Game Worker		\$23.22/hr	Eugene Asimou
Game Worker		\$23.22/hr	Ron Barbella (OD)
Game Worker		\$23.22/hr	Joann Blount
Game Worker		\$23.22/hr	Lisa Bonvini
Game Worker		\$23.22/hr	Kim Casale
Game Worker		\$23.22/hr	Paul Cirlincione
Game Worker		\$23.22/hr	Jake Cohen (OD)
Game Worker		\$23.22/hr	Ernie Cuneo
Game Worker		\$23.22/hr	Therese (Val) Desamours
Game Worker		\$23.22/hr	Cara Dlugo
Game Worker		\$23.22/hr	Mike Duffy (OD)
Game Worker		\$23.22/hr	Brad Dzama
Game Worker		\$23.22/hr	Joe Gill
Game Worker		\$23.22/hr	Rob Gillo
Game Worker		\$23.22/hr	Joanne Gillock (OD)
Game Worker		\$23.22/hr	Joann Goldberg
Game Worker		\$23.22/hr	Melissa Gromek
Game Worker		\$23.22/hr	Nancy Held

Game Worker		\$23.22/hr	Cathy Homberg
Game Worker		\$23.22/hr	Cynthia Katz Cocuzza
Game Worker		\$23.22/hr	Ben Leone
Game Worker		\$23.22/hr	Theresa Lieberman
Game Worker		\$23.22/hr	Ian Matten
Game Worker		\$23.22/hr	Nancy Mullin
Game Worker		\$23.22/hr	Mike Munley
Game Worker		\$23.22/hr	Stacy Nedza
Game Worker		\$23.22/hr	Sean Pauls
Game Worker		\$23.22/hr	Patricia Rigas
Game Worker		\$23.22/hr	Roger Rubinetti
Game Worker		\$23.22/hr	Katey Rulka
Game Worker		\$23.22/hr	Scott Schroeder
Game Worker		\$23.22/hr	Richard Shue (OD)
Game Worker		\$23.22/hr	Margaret Sullivan
Game Worker		\$23.22/hr	Ann Szalay

<b>2025-26</b>			
<b>LIVINGSTON HIGH SCHOOL CO-CURRICULAR STIPENDS</b>			
<b>Position</b>	<b># of Positions</b>	<b>2025-2026</b>	<b>Recommended</b>
Academic Team	1	\$5,891.00	Brynn Smith
Area/Reg/All State Musical Ensemble not to exceed 135 hours	4	\$44.75 per hour	Michael Jedwabnik Robert Anderson Daniel King James Hegedus Joshua Salzman (sub)
Marching Band Director - Head	1	\$8,509.00	Michael Jedwabnik
Marching Band Director - Assistant	1	\$5,891.00	James Hegedus
Coding Club	1	\$1,305.00	Hongkai Zhang
Color Guard Instructor - Head	1	\$4,304.00	Heather Hegedus
Color Guard Instructor - Assistant	1	\$2,608.00	Amber Van de Beek (OD)
DECA	1	\$3,913.00	Daniel Quackenbush
Eco lancers	1	\$2,086.40 \$521.60	David Richards 80% Julianne Caccavale (20%)
Equity Coach	1	\$2,608.00	Lauren Wells
E-sports	1	\$8,445.00	Ethan Rotman
Marching Band - Percussion Instructor	2	\$3,260 \$3,260	Jennifer Rupert Jenna Foley (OD)
Chess Team	1	\$1,956.50 \$1,956.50	Will Peklo Leonardo Zeoli
Class Advisor - Freshmen	2	\$1,957 \$1,957	Kelly Rocco Kimberly Brady
Class Advisor - Sophomore	2	\$1,957 \$1,957	Brynn Smith Jacqueline Harris
Class Advisor - Junior	2	\$2,608 \$2,608	Rachel Henry Anthony Fischer
Class Advisor - Senior	2	\$3,260 \$3,260	Patrick Catalano Dana Lytle
Photoshop) - 2 hours per week, 34 weeks		\$40.85 per hour	<b>Art:</b> Christopher Iannuzzi Victoria Gioioso <b>Math:</b> Jeffrey Lapidus <b>Photoshop:</b> Victoria Gioioso
FBLA	2	\$3,913 \$3,913	Hal Mordkoff Tom Garzon
Gay Straight Alliance	1	\$1,957.00	Jordan Virgil
HOSA - Health Occupations	1	\$978.50 \$978.50	Mary Kaspriskie Kelly Gallagher
Improv Club	1	\$1,305.00	Scott Patteson
Inner Circle Theater	1	\$1,305.00	Maureen Biss
Lancer Jazz Band	1	\$3,260.00	James Hegedus
Lab Jazz Band	1	\$2,608.00	Michael Jedwabnik
Key Club	2	\$2,608 \$2,608	Val Desamours Marjorie Duffy

Lead Teacher Art/Music, Business		\$8,509 \$8,509	<b>Business:</b> Alex Lamon <b>Music:</b> Michael Jedwabnik
Leo Club	1	\$1,305.00	Kelsey Collins
Inner Voices Magazine	2	\$1,305 \$1,305	Christopher Iannuzzi Rachel Henry
Math Team Advisor	1	\$1,957.00	Patrick Catalano
Mock Trial Advisor	1	\$1,957.00	Tom Garzon
Model UN	1	\$1,957.00	Lauren Wells
Phi Theta Mathematics Honor Society	1	\$1,305.00	Patrick Catalano
National Social Studies Honor Society	1	\$1,305.00	Jill Tejada
National Art Honor Society	1	\$978.50 \$978.50	Robert Liquori Katherine Collins
National Business Honor Society	1	\$1,305.00	Alex Lamon
National Honor Society	1	\$1,304 \$1,304	Johanna Frye Theresa Cannone
National Thespian Honor Society	1	\$1,305.00	Scott Patteson
National English Honor Society	1	\$652.50 \$652.50	Jacqueline Pascale Michael Sunga
National Chinese Lang Honor Society	1	\$1,305.00	Xin Cai
National French Lang Honor Society	1	\$1,305.00	Soukeyna Diop-Tall
National Italian Lang Honor Society	1	\$913.50	Veronica Terrana 70%
National Spanish Lang Honor Society	1	\$1,305.00	Susanna Fernandez-Poyatos
National Technology Honor Society	1	\$1,305.00	Ryan Karpack
Organization of Student Tutors	1	\$1,957.00	Sarah Joseph
People Helping People	1	\$1,957.00	Margaret Lafferty
Radio Broadcasting Advisor	1	\$1,957.00	Francis Sheehan
Robotics	2	\$5,891 \$5,891	Ryan Karpack Matthew Van Pelt
Science League Advisor	1	\$1,305.00	Michael Coleman
Science Olympiad Advisor	1	\$1,957.00	Brian Bigelow
Science Bowl	1	\$652.50 \$652.50	Michael Coleman Johanna Frye
Ocean Science Bowl	1	\$652.50 \$652.50	Michelle Augliera Jamie Kruse
SGA	1	\$1,630 \$1,630	Jennifer Edouard Taylor Torre
Student Equity Advisor	1	\$2,608.00	Amy Meyer
Chamber Orchestra Conductor	1	\$3,913.00	Robert Anderson
TA Mentor	1	\$354.00	Stacey Strumeyer
Tri-M Honor Society	1	\$1,995.00	Joshua Salzman
Web Master	1	\$2,608.00	Rachel Henry
Yearbook	1	\$10,473.00	Jordan Virgil
Yearbook Business Manager	1	\$2,608.00	James Memory
<b>SPRING MUSICAL</b>			

Costumes	1	\$2,282.50 \$2,282.50	Barbara Geiger Jalyza Dragunov
Technical Director of Stage Crew	1	\$4,565.00	Brian Megaro
Adult Pit Director (Orchestra Prep)	1	\$2,283.00	Michael Jedwabnik
Student Pit Director (Orchestra Prep)	1	\$2,283.00	James Hegedus
Publicity	1	\$1,305.00	Christopher Iannuzzi
<b>FALL DRAMA</b>			
Costumes	1	\$1,630 \$1,630	Barbara Geiger Jalyza Dragunov
Technical Director of Stage Crew	1	\$3,260.00	Brian Megaro
Publicity	1	\$1,305.00	Christopher Iannuzzi
<b>Detention AM/PM</b>		\$27.43/hr	Lisa Bonvini Val Desamours Joanne Blount Tina Renga Theresa Cannone Elizabeth Arias Susanna Fernandez-Poyatos Ken MacIver Stacey Strumeyer Patrick Getz Swarandeeep Anand Michelle Sipe Nicole Feria
<b>Detention Saturday</b>		\$45.79/hr	Lisa Bonvini Val Desamours Kim Brady Joanne Blount Michael Coleman Theresa Cannone Susanna Poyatos-Fernandez Stacey Strumeryer Patrick Getz Swarandeeep Anand Jessica Rettagliata Michelle Sipe Nicole Feria

**2025-2026  
HERITAGE MIDDLE SCHOOL STIPENDS**

Position	# of Positions	2025-2026	Recommended
Builders Club	1	\$1,044	Ekaterina Vorobiev
Classical Literature Book Club	1	\$783	Susan Tannler
Chess Club	1	\$1,305	Pamela Giannotto
Garden Club	1	\$783	Shyella Mayk
Equity Coach	1	\$2,608	Jamie Geltzeiler
Femgineers	1	\$1,957	Kenneth Zushma
FBLA	1	\$1,305	Cindy Cooney
Green Jazz Band	1	\$1,957	Brendan Hughes
Improv Club	1	\$1,305	Brendan Hughes
Lancer Jazz Band	1	\$1,957	Erik Donough
Math Counts	1	\$1,957	Jamie Wolek
Memory Book	1	\$5,237	Laurie Bisconti
Quiz Bowl	1	\$652.50 \$652.50	Breanna Willard Nicole Macadam
Select Chorus	1	\$1,957	Kristin Pelletier
Select Orchestra	1	\$1,957	Karin Kott
Spectrum	1	\$1,305	Nicholas Bellanich
Student Council	1	\$2,608	Alexandra Gilgorri
Student Equity Advisor	1	\$2,608	Breanne Mannes
TA Mentor	1	\$354	Luca Bonvini
Team Coord.- Core	8	\$3,913 \$3,913 \$3,913 \$3,913 \$3,913 \$3,913 \$3,913 \$3,913	Jamie Wolek Alaina Burrows Katherine Hreha Michael Carlin Laurie Bisconti Martha Cuervo Jessica Cumbo Robert Rynone
Team Coord-1 Sp. Ed & 1 Cycle	2	\$2,608.41 \$325.95 \$325.95 \$325.95 \$325.95 \$1,956.50 \$1,956.50	Brooke Newman Lori Balasic Kimberly Campbell Danielle Iannuzzi Danielle Marzano Roger Rubinetti Erin Magalhaes
Website Coordinator	1	\$2,000	Christina Woytas
<b>SPRING MUSICAL</b>			
Director	1	\$6,546	Janene Williams
Costumes / Set Design	1	\$1,305	Alyssa LaMedica
Technical Director of Stage Crew	1	\$1,305	Alyssa LaMedica
Music Director	1	\$2,608	Alyssa LaMedica
<b>FALL DRAMA</b>			

Director	1	\$3,260	Alyssa LaMedica
Costumes / Set Design	1	\$1,305	Alyssa LaMedica
Technical Director of Stage Crew	1	\$1,305	Alyssa LaMedica
Coord.of Intramural (amount *20 hours * 3 seasons)	1	\$2,608	James Merlo
Intramural Coaches amount per session * 95 sessions*3 seasons	285 hrs	\$41.42 per hour	Patrick Nann Shyella Mayk Krista Faust Charlie Lopez James Merlo
Area/Reg/All State Musical Ensemble (not to exceed 136 hours)		\$44.42 per hour	Kristin Pelletier Brendan Hughes Karin Kott Erik Donough
Detention		\$27.43/hr	Ellen Friedman

<b>2025-26 HMS ATHLETIC STIPENDS</b>			
<b>Position</b>	<b># of Positions</b>	<b>2025-2026</b>	<b>Recommended</b>
Boys soccer - Head Coach	1	\$3,800	Nancy Petryna
Girls soccer- Head Coach	1	\$3,800	Rich Shue
Field hockey- Head Coach	1	\$3,800	Nicholas Guardabasco
Girls tennis- Head Coach	1	\$3,800	Jason Tahan
Boys basketball- Head Coach	1	\$3,800	Michael Gerst
Baseball- Head Coach	1	\$3,800	Ed Murray (OD)
Softball- Head Coach	1	\$3,800	Brooke Newman
Girls volleyball- Head Coach	1	\$3,800	Dan Kim (OD)
Cross country- Head Coach	1	\$3,800	Brian Seltzer
Cross country - Assistant Coach	1	\$2,250	Kylie McGlew
Track- Head Coach	1	\$3,800	Brian Seltzer
Track - Assistant Coach	1	\$2,250	Nicholas Bellanich
Clock Operator		\$30/hour	Christina Woytas Nancy Mullin Margaret Sullivan

**2025-26**  
**MT. PLEASANT MIDDLE SCHOOL STIPENDS**

Position	# of positions	2025-2026	Recommended
Advisory Coord.	1	\$978.50 \$978.50	Sara Lake Sydney Pollard
Chess Club	1	\$1,305	Erica DeRosa
Earth Keepers	1	\$1,305	Kimberly Nicolette
Equity Coach	1	\$2,608	Kristi DeMiceli
Jazz Band	1	\$1,957	Jennifer Rupert
Literary Magazine	1	\$1,957	Dina Ferraro
Math Counts	1	\$1,957	Kira Steinmark
Memory Book	1	\$2,608	Christina Ness
Morning Announcements	1	\$3,913	Melissa Robol
Newspaper	1	\$652.50 \$652.50	Ellen Papazian Melissa Robol
Select Chorus	1	\$1,957	Timothy Nelson
Select Orchestra	1	\$1,957	Etleva Vatoci
Spectrum	1	\$1,305	Kristi DeMiceli
Student Council	1	\$978.50 \$978.50	Kristi DeMiceli Christina Ness
Student Equity Advisor	1	\$2,608	Liana Gilseman
TA Mentor	1	\$354	Iris Lewis
Team Coord.	4	\$3,913 \$3,913 \$3,913 \$3,913	Sydney Pollard Christina Ness Audrey Giordano Lisa Klemens
Team Coordinator - cycle	1	\$1,900	Kristi DeMiceli
Website Coordinator	1	\$2,000	Jessica Sental
Intramural Coaches			
- 44 sessions * 3 seasons	132 sessions	\$42.08 per hour	Kristi DeMiceli Stephanie Fox Ashley Lyons Joseph Sullivan Denise Urbanski
OSE Science Materials Manager	1 position	\$54.23/hr up to thirty (30) hours	Kimberly Nicolette

<b>2025-2026 ELEMENTARY SCHOOL STIPENDS</b>			
Location	Position	2025-2026 Amount	Recommended
BHE	Asst to the Principal	\$5,237	Courtney Ferraro
BHE	Safety Patrol Leader	\$1,305	Julie Sonshine
BHE	Student Council	\$1,517	Courtney Ferraro
BHE	Equity Coach	\$2,608	Madison Hom
BHE	TA Mentor	\$354	Shivani Baijal
BHE	Website Coordinator	\$1,500	Jessica Byrne
COL	Asst to the Principal	\$2,618.50 \$2,618.50	Nicole Stranix Jennifer Vernotica
COL	Safety Patrol Leader	\$1,305	Tracey Dunleavy
COL	Student Council	\$758.50 \$758.50	Stefanie Lichtstein Katherine Miller
COL	Equity Coach	\$2,608	Marlena Baird
COL	TA Mentor	\$354	Jill Weiss
COL	Website Coordinator	\$1,500	Stefanie Lichtstein
HAR	Asst to the Principal	\$872.48 \$872.48 \$872.48 \$872.48 \$872.48 \$872.48	Emily Schulke Celine Falchetta Janine DeMarsico Nicole Sajecki Anne Matienzo Jean Murray-Connell
HAR	Safety Patrol Leader	\$1,305	Celine Falchetta
HAR	Student Council	\$758.50 \$758.50	Sara Calabrese Rachel Frieman
HAR	Equity Coach	\$2,608	Jodi Frohnafel
HAR	TA Mentor	\$354	Noreen Smith
HAR	Website Coordinator	\$1,500	Dani DeGraw
HIL	Asst to the Principal	\$2,618.50 \$2,618.50	Marisa Gengaro Leopoldo Caraballo
HIL	Safety Patrol Leader	\$1,305	Bridget Marshall
HIL	Student Council	\$758.50 \$758.50	Amy Hinds Lisa Bowe
HIL	Equity Coach	\$2,608	Allison Devine
HIL	TA Mentor	\$354	Sharron Gregory-Egypt
HIL	Website Coordinator	\$1,500	Jennifer Schroeder
MPE	Asst to the Principal	\$1,309.25 \$1,309.25 \$1,309.25 \$1,309.25	Shira Roth Jennifer Szostak Sheily Chang Jim Diegnan

MPE	Safety Patrol Leader	\$1,305	Sheily Chang
MPE	Student Council	\$758.50 \$758.50	Andrew Chen Jennifer Szostak
MPE	Equity Coach	\$2,608	Jim Diegnan
MPE	TA Mentor	\$354	MaryEllen Fabrizio
MPE	Website Coordinator	\$1,500	Suzanne Finan
RHE	Asst to the Principal	\$2,618.50 \$2,618.50	Heather Cohen Dina Kandel
RHE	Safety Patrol Leader	\$1,305	Allison Winka
RHE	Student Council	\$1,517	Nicole Carangelo
RHE	Equity Coach	\$2,608	Christy Caruso
RHE	TA Mentor	\$354	Camille Massoni
RHE	Website Coordinator	\$1,500	Michelle DiStasio

## **TEAM LEADERS RETREAT**

### **MPMS**

Kristi DiMiceli  
Audrey Giordano  
Lisa Klemens  
Christina Ness  
Sydney Pollard

### **HMS**

Lori Balasic  
Laurie Bisconti  
Alaina Burrows  
Kim Campbell  
Mike Carlin  
Martha Cuervo  
Jessica Cumbo  
Katy Hreha  
Danielle Iannuzzi  
Erin Magalhaes  
Danielle Marzano  
Brooke Newman  
Roger Rubinetti  
Robert Rynone  
Jamie Wolek

## Summer Curriculum Writing Recommendations

### **Social Studies (K-6)**

Tracey Dunleavy

Emily Burger

**Supervisor: Tom Montesion**

Before July 1 - \$52.91/hour

After July 1 - \$54.23/hour

August 12, 2025

Lateral Moves

Last Name	First Name	Position	School	2025-2026						2025-2026						Effective Date
				Scale	Step	Base Salary	Longevity	Other	Total Salary	Scale	Step	Base Salary	Longevity	Other	Total Salary	
Beinhacker	Kerri	TOSD	HMS	MA+16	12	\$91,000	\$0	\$0	\$91,000	MA+32	12	\$94,600	\$0	\$0	\$94,600	9/1/25
D'Andrea	Cynthia	Teacher of Social Studies	LHS	MA	16	\$102,700	\$0	\$0	\$102,700	2MA	16	\$111,000	\$0	\$0	\$111,000	9/1/25
DeMarsico	Janine	TOSD	Harrison	MA+16	16	\$106,700	\$3,690	\$0	\$110,390	MA+32	17	\$116,608	\$3,690	\$0	\$120,298	9/1/25
Evanik	Alyssa	Teacher of Social Studies	HMS	MA	5	\$68,568	\$0	\$0	\$68,568	MA+16	5	\$72,568	\$0	\$0	\$72,568	9/1/25
Ferrell	Alicia	Teacher of Art	COL/MPE	MA	14	\$94,900	\$0	\$0	\$94,900	MA+16	14	\$98,900	\$0	\$0	\$98,900	9/1/25
Iacullo	Deanna	TOSD	HMS	MA	16	\$102,700	\$0	\$0	\$102,700	MA+16	16	\$106,700	\$0	\$0	\$106,700	9/1/25
King	Daniel	Teacher of Music	LHS	MA+16	15	\$102,800	\$0	\$0	\$102,800	MA+32	15	\$107,100	\$0	\$0	\$107,100	9/1/25
Lopez	Charlie	Teacher of Spanish	HMS	MA	5	\$68,568	\$0	\$0	\$68,568	MA+16	5	\$72,568	\$0	\$0	\$72,568	9/1/25
Nigro	Stacy	Reading Interventionist	Harrison	MA+16	16	\$106,700	\$2,540	\$0	\$109,240	MA+32	16	\$111,000	\$2,540	\$0	\$113,540	9/1/25
Papazian	Ellen	Teacher of English	MPMS	MA+16	8	\$76,068	\$0	\$0	\$76,068	MA+32	8	\$78,518	\$0	\$0	\$78,518	9/1/25

\*as amended from a previous agenda

**Salaries Charged to IDEA Basic 2025-26 Grant**

<b>Name</b>	<b>School</b>	<b>Salary</b>
Straussman, Wendy	Burnet Hill	34,852.00
Wilder, Ellen C	Collins	33,884.00
Kravetz, Pamela S	Collins	30,912.00
Garrel, Linda K	HMS	33,532.00
Dugan, Laura	HIL	60,149.00
Wallock, Dana	MPE	60,149.00
Rieth, Amelia	Collins	17,654.00

**Salaries Charged to IDEA Preschool 2025-26 Grant**

<b>Name</b>	<b>School</b>	<b>Salary</b>
Petrillo, Sharon	Burnet Hill	\$41,464.00

**LIVINGSTON SCHOOL DISTRICT**  
**Livingston, New Jersey 07039**

**EXECUTIVE DIRECTOR OF SPECIAL EDUCATION AND STUDENT  
PERSONNEL SERVICES**

**QUALIFICATIONS:**

1. Possess valid NJ certification as a Principal.
2. Three to five years of successful supervisory and/or administrative experience.
3. Experience with and knowledge of best practices in curriculum, instruction, special education, counseling and evaluation of staff.
4. Demonstrated leadership in the creation, development and assessment of programs that meet the needs of diverse student populations.
5. Successful leadership and experience with personnel management and growth, school finance and strategic planning.
6. Strong analytical, communication, writing and interpersonal skills.
7. Alternative qualifications as the Superintendent may find appropriate (with the exception of the appropriate certification).

**REPORTS TO:** Superintendent

**JOB GOALS:** Under the leadership of the Superintendent, inspire, lead, guide and direct members of the administrative, instructional, and support services staff in the district in their efforts to achieve the District's mission of "Empowering all to learn, create, contribute and grow." Direct an on-going program where equity, intervention, social and emotional wellness, and inclusion are at the forefront of the work all staff are prepared to achieve for each and every student.

Professional development, supervision of district leaders and staff members, as well as collaboration with Central Office administrators are tools to achieve this goal.

**OVERALL RESPONSIBILITIES:**

- Lead the development of the general philosophy and objectives of the educational program.
- Oversee the coordination of all educational and support programs within the district.
- Contribute to the development, dissemination and implementation of the annual district budget and strategic plan.
- Maintain current knowledge of legal requirements, and function as liaison for all student-facing litigation within the district.
- Assist in the recruitment, selection, recommendation and retention of staff.
- Maintain complete cumulative individual records of all children according to Board policy, State or Federal law and file reports as required.
- Communicate effectively with all stakeholders in a timely fashion.
- Ensure timely and effective observation and evaluation of all assigned staff.
- Represent the district as appropriate at County and State meetings.
- Serve as the District's Affirmative Action, Anti-Bullying Coordinator and Section 504 Compliance Officer.

- Attend Board of Education meetings and other professional meetings at the direction of the Superintendent.
- Perform such other tasks and assume such other responsibilities as the Superintendent may assign.

#### **INTERVENTION AND SPECIAL EDUCATION AND RELATED SERVICES:**

- Lead the development, implementation, and evaluation of a district-wide vision and plan for a Multi-Tiered System of Supports including but not limited to~ intervention services, special education and related services.
- Proactively advocate for and oversee initiatives for academic intervention in grades k-12.
- Coordinate implementation of a district-wide RTI model with distinct focus in academic intervention and special education programming.
- Engage staff and administrators in professional development to ensure staff have training opportunities, resources and materials to meet the diverse needs of learners.
- Oversee the implementation of an effective Intervention and Referral Services model by providing training, consultation and by evaluating the data derived from committees to assist building based teams in recommending professional growth opportunities to staff and administrators.
- Ensure CST's, Related Service Providers, Administrators are compliant with all aspects of NJAC 6A:14.

#### **EQUITY AND INCLUSION:**

- Lead the development of a district-wide vision and plan for implementing effective strategies that champion the importance and value of diverse and inclusive school environments.
- Proactively advocate for and oversee diversity, equity and inclusion initiatives throughout the district and in individual schools.
- Coordinate implementation of curriculum and program planning, particularly ensuring that diversity is considered in all aspects of program development as well as the selection of resources.
- Engage faculty, staff and students in work that serves to build a welcoming and inclusive culture at Livingston Public Schools.
- Serve as the lead contact person for any outside organizations brought in by the district to assist with efforts in this area.
- Coordinate the work of the District and Building-based Equity Teams and the subsequent implementation of practices that will achieve district goals in this area.
- Oversee training initiatives on cultural competency, gender differences, disability, sexual harassment, and other topics designed to increase awareness and support of equity and inclusion values, and maintaining compliance with applicable laws.
- Lead and oversee compliance with Affirmative Action, Equal Employment Opportunity, the Americans with Disabilities Act, and other applicable requirements.
- Facilitate the collection and analysis data related to ensuring equal access of all students to educational programs, resources, and activities.
- Create connections between the Livingston Community and Livingston Public schools on equity-related issues. Oversee the facilitation of parent programs,

community outreach, and connections with individuals and groups in the community.

**SOCIAL AND EMOTIONAL LEARNING AND SUPPORTS:**

- Ensure the creation, implementation, evaluation, review, and revision of a comprehensive district-wide plan and program that addresses the social and emotional development of all students.
- Oversee professional development in social and emotional learning at all levels.
- Guide, assist, and direct all building-level intervention teams and programs.
- Identify and oversee a program of professional development for staff members in SEL.
- Provide guidance and training to building level administrators and supervisors on best practices in SEL as it relates to behavior management and discipline procedures.
- Observe classrooms, as requested, and provide targeted feedback and strategies to support students in need of SEL intervention including providing strategies for data collection related to SEL competencies.
- Oversee crisis intervention including serving as Chair of the District-wide Crisis Team.
- Consider data and work with administrators and supervisors to enhance SEL practices related to classroom management and instruction.
- Work with appropriate staff to explore and develop opportunities to get recognition for SEL accomplishments in schools and for publicity and grant opportunities related to SEL.
- Work in coordination with other administrators to encourage modeling SEL in classrooms and providing direct support to teachers.

**TERMS OF EMPLOYMENT:**

This is a twelve month position with compensation to be negotiated with the Superintendent and approved by the Board.

**EVALUATION:**

Performance of this position will be evaluated annually in accordance with the provisions of the Board's policy on evaluation of certificated personnel.

Revised: August 12, 2025

## 2360 USE OF TECHNOLOGY

Livingston Public Schools is committed to the development and establishment of a quality, equitable and cost-effective electronic telecommunications system, including Internet services. The system's sole purpose shall be for the advancement and promotion of learning and teaching. While there are many valuable uses of the Internet and the District's telecommunications system, there is the possibility of encountering offensive or inappropriate material on the Internet, despite the efforts of Livingston Public Schools to prohibit and guard against access to such material. However, the benefits of a student's use of the District's telecommunications system and the Internet far outweigh these potential detriments.

The District's system will be used to provide local, state-wide, national, and global communications opportunities for staff and students.

### **Limitation of Liability**

The Internet constitutes an unregulated collection of resources that change constantly, so it is not possible to totally predict or control the resources that users may locate. The Board cannot guarantee the accuracy of the information or the appropriateness of materials that a user may encounter. Furthermore, the Board shall not be responsible for any damage users may suffer, including but not limited to, loss of data or interruptions of service. Nor shall the Board be responsible for financial obligations arising through the unauthorized use of the system.

### **District Rights and Responsibilities**

The computer system is the property of the District, and all computer software and hardware belong to it. Therefore, the District retains the right to monitor all access to, and use of, the Internet.

The Board designates the Superintendent as the coordinator of the District system. He/she shall recommend to the Board of Education qualified staff persons to ensure provision of individual and class accounts necessary for access to the Internet, designation of resources for disk usage on the system, establishment of a document retention schedule, establishment of a virus protection process, and coordination of other activities as required to maintain the system.

The Superintendent shall establish administrative regulations for the use of the District's system and assign a staff member as telecommunications systems manager. The regulations shall be consistent with District policy and pertinent State and Federal law.

These regulations must be reviewed at least annually to reflect changes in telecommunications.

Failure to abide by District policy and administrative regulations governing use of the District's system may result in the suspension and/or revocation of system access as well as civil and/or criminal penalties. Student violations may result in discipline. Staff violations may also result in discipline. Additionally, a student's parent(s) or legal guardian(s) shall be responsible for any damages that the student causes, or any legal liability that results from the student's use of the District's telecommunications system and the Internet.

No student will be permitted to use the District's telecommunications system unless and until the student and his/her parent(s) or legal guardian(s) sign the District's Consent and Release Form, which acknowledges that:

- a. The student and his/her parent(s) or legal guardian(s), if applicable, have read and understand this policy and the accompanying regulation;
- b. The student will be held accountable for all of his/her network and Internet activities;
- c. The student is expected to comply with the District's policy and regulation and all Federal, State and local laws governing Internet use; and
- d. The student and his/her parent(s) legal guardian(s) shall indemnify and hold harmless the Livingston Board of Education, its members, agents, servants and employees from any and all liability relating to the student's use of the District's telecommunications system or the Internet.
- e. Parents/Guardians shall be entitled to petition the District Superintendent of Schools to obtain his/her student's computer access password(s) as a parental right without the consent of the student.

Additionally, all teachers are required to discuss the technology policy and regulation with each of his/her classes and sign an acknowledgment that they have had such a discussion with his/her classes and the date(s) on which said discussions occurred.

## World Wide Web

All students and employees of the Board shall have access to the Web through the District's networked or stand alone computers. An agreement shall be required. To deny a child access, parent(s) or legal guardian(s) must notify the Building Principal in writing.

### **Individual Email Accounts for Students**

Students in Grades 3 -12 may be granted individual email accounts.

### **Individual Email Accounts for District Employees**

District employees shall be provided with an individual account and remote access to the system.

### **Supervision of Students**

Student use of the Internet shall be supervised by qualified staff.

### **District Web Site**

The Board authorizes the Superintendent to establish and maintain a District web site. The purpose of the web site will be to inform the District educational community of District programs, policies and practices.

Each school may also establish web sites that include information on the activities of that school or class. The Building Principal shall oversee these web sites.

The Superintendent shall publish and disseminate guidelines on acceptable material for these web sites. The Superintendent shall also ensure that District and school web sites do not unnecessarily disclose personally-identifiable information about students without prior written consent from parent(s) or legal guardian(s).

### **Parental Notification and Responsibility**

The Superintendent shall ensure that parent(s) or legal guardian(s) are notified about the District network and the rules governing its use. Parent(s) or legal guardian(s) shall sign an agreement to allow their child(ren) to have an individual account. Parent(s) or legal guardian(s) who do not wish their child(ren) to have access to the Internet must notify the Building Principal in writing.

### **Student Safety Practices**

Students shall not post personal contact information about themselves or others. Nor shall students engage in any kind of personal contact with individuals they meet online. Attempts at contact from such individuals shall be reported immediately to the staff person monitoring that child's access to the Internet. Personal contact information includes but is not limited to names, home/school/work addresses, telephone numbers, or personal photographs.

### **Prohibited Activities**

Users shall not attempt to gain unauthorized access to the District system or to any other computer system through the District system, nor shall they go beyond their authorized access. This includes attempting to log in through another individual's account or accessing another's files.

Users shall not deliberately attempt to disrupt the District's computer system performance or destroy data by spreading computer viruses, worms, "Trojan Horses," trap door program codes or any similar product that can damage computer systems, firewalls, servers or network systems.

Users shall not use the District system to engage in illegal or improper activities.

Users shall not access material that is profane or obscene, that advocates illegal acts, or that advocates violence or hate. Inadvertent access to such material should be reported immediately to the supervising staff person.

Users shall not plagiarize material including material available on the Internet. Plagiarism is presenting another's ideas/words as one's own without appropriate attribution.

Users shall not infringe on copyrighted material, but shall follow all dictates of copyright law and the applicable policies of this District.

*Users shall only be allowed to use the school-issued device provided to them during the school day.*

*Users shall not be permitted to utilize personal devices or hot spots while in school.*

### **Prohibited Language**

Prohibited language applies to, but is not limited to, public messages, private messages, and material posted on web pages.

Users shall not send or receive messages that contain obscene, profane, lewd, vulgar, rude, inflammatory, or threatening language.

Users shall not use the system to spread messages that can reasonably be interpreted as harassing, discriminatory or defamatory.

### **System Security**

Users are responsible for their accounts and should take all reasonable precautions to prevent unauthorized access to them. In no case should a user provide his/her password to another individual.

Users shall immediately notify the supervising staff person or data processing department if they detect a possible security problem. Users shall not access the system for the purpose of searching for security problems.

Users shall not install or download software or other applications without permission of the supervising staff person.

Users shall follow all District virus protection procedures when installing or downloading approved software.

### **System Limits**

Users shall access the system only for educational, professional or career development activities. This applies to discussion group mail lists, instant message services and participation in Internet "chat room" conversations.

Users shall check email frequently and delete messages as required.

### **Privacy Rights**

Users shall respect the privacy of messages that they receive and refrain from reposting messages without the approval of the sender.

Users shall not publish private information about another individual.

# POLICY

## **Implementation**

The Superintendent shall prepare regulations to implement this policy.

N.J.A.C. 6A:26-6.1 et seq.

17 U.S.C. 101 et seq.

Approved: April 11, 2016

Revised: August 12, 2025

ACCEPTABLE USE OF COMPUTER NETWORKS/COMPUTERS AND RESOURCES (M)

POLICY 2361- ACCEPTABLE USE OF COMPUTER NETWORKS/COMPUTERS  
AND RESOURCES (M)

The Board of Education recognizes as new technologies shift the manner in which information is accessed, communicated, and transferred; these changes will alter the nature of teaching and learning. Access to technology will allow students to explore databases, libraries, Internet sites, and bulletin boards while exchanging information with individuals throughout the world. The Board supports access by students to these information sources but reserves the right to limit in-school use to materials appropriate for educational purposes. The Board directs the Superintendent to effect training of teaching staff members in skills appropriate to analyzing and evaluating such resources as to appropriateness for educational purposes.

The Board also recognizes technology allows students access to information sources that have not been pre-screened by educators using Board approved standards. The Board therefore adopts the following standards of conduct for the use of computer networks and declares unethical, unacceptable, or illegal behavior as just cause for taking disciplinary action, limiting or revoking network access privileges, and/or instituting legal action.

The Board provides access to computer networks/computers for educational purposes only. The Board retains the right to restrict or terminate student access to computer networks/computers at any time, for any reason. School district personnel will monitor networks and online activity to maintain the integrity of the networks, ensure their proper use, and ensure compliance with Federal and State laws that regulate Internet safety.

Standards for Use of Computer Networks

Students and staff are expected to adhere to the standards of conduct as delineated in the District's Code of Conduct and Student Handbooks. Any individual engaging in the following actions when using computer networks/computers shall be subject to discipline or legal action:

A. Using the computer networks/computers for illegal, inappropriate or obscene purposes, or in support of such activities. Illegal activities are defined as activities that violate Federal, State, local laws and regulations. Inappropriate activities are defined as those that violate the intended use of the networks. Obscene activities shall be defined as a violation of generally accepted social standards for use of publicly owned and operated communication vehicles.

B. Using the computer networks/computers to violate copyrights, institutional or third party copyrights, license agreements or other contracts.



ACCEPTABLE USE OF COMPUTER NETWORKS/COMPUTERS AND RESOURCES (M)

- C. Using the computer networks in a manner that:
  - 1. Intentionally disrupts network traffic or crashes the network;
  - 2. Degrades or disrupts equipment or system performance;
  - 3. Uses the computing resources of the school district for commercial purposes, financial gain, or fraud;
  - 4. Steals data or other intellectual property;
  - 5. Gains or seeks unauthorized access to the files of others or vandalizes the data of another person;
  - 6. Gains or seeks unauthorized access to resources or entities;
  - 7. Forges electronic mail messages or uses an account owned by others;
  - 8. Invades privacy of others;
  - 9. Posts anonymous messages;
  - 10. Possesses any data which is a violation of this Policy; and/or
  - 11. Engages in other activities that do not advance the educational purpose for which computer networks/computers are provided.
- D. *Using non-school-issued devices.*
- E. *Utilizing personal devices or hotspots while in school.*

Internet Safety Protection

As a condition for receipt of certain Federal funding, the school district shall be in compliance with the Children's Internet Protection Act, the Neighborhood Children's Internet Protection Act, and has installed technology protection measures for all computers in the school district, including computers in media centers/libraries. The technology protection must block and/or filter material and visual depictions that are obscene as defined in Section 1460 of Title 18, United States Code; child pornography, as defined in Section 2256 of Title 18, United States Code; are harmful to minors including any pictures, images, graphic image file or other material or visual depiction that taken as a whole and with respect to minors, appeals to a prurient interest in nudity, sex, or excretion; or depicts, describes, or represents in a patently offensive way, with respect to what is suitable for minors, sexual acts or conduct; or taken as a whole, lacks serious literary, artistic, political, or scientific value as to minors.

This Policy also establishes Internet safety policy and procedures in the district as required in the Neighborhood Children's Internet Protection Act. Policy 2361 addresses access by minors to inappropriate matter on the Internet and World Wide Web; the safety and security of minors when using electronic mail, chat rooms, and other forms of direct electronic communications; unauthorized access, including "hacking" and other unlawful activities by minors online; unauthorized disclosures, use, and dissemination of personal



## ACCEPTABLE USE OF COMPUTER NETWORKS/COMPUTERS AND RESOURCES (M)

identification information regarding minors; and measures designed to restrict minors' access to materials harmful to minors.

Notwithstanding blocking and/or filtering the material and visual depictions prohibited in the Children's Internet Protection Act and the Neighborhood Children's Internet Protection Act, the Board shall determine other Internet material that is inappropriate for minors.

In accordance with the provisions of the Children's Internet Protection Act, the Superintendent of Schools or designee will develop and ensure education is provided to every student regarding appropriate online behavior, including students interacting with other individuals on social networking sites and/or chat rooms, and cyber-bullying awareness and response.

The Board will provide reasonable public notice and will hold one annual public hearing during a regular monthly Board meeting or during a designated special Board meeting to address and receive public community input on the Internet Safety Policy - Policy and Regulation 2361. Any changes in Policy and Regulation 2361 since the previous year's annual public hearing will also be discussed at a meeting following the annual public hearing.

The school district will certify on an annual basis, that the schools, including media centers/libraries in the district, are in compliance with the Children's Internet Protection Act and the Neighborhood Children's Internet Protection Act and the school district enforces the requirements of these Acts and this Policy.

### Consent Requirement

No student shall be allowed to use the school districts' computer networks/computers and the Internet unless they have filed with the Principal or designee a consent form signed by the student and his/her parent(s) or legal guardian(s).

### Violations

Individuals violating this policy shall be subject to the consequences as indicated in the Code of Conduct and Regulation # 2361.

N.J.S.A. 2A:38A-3

Federal Communications Commission: Children's Internet Protection Act

Federal Communications Commission: Neighborhood Children's Internet Protection Act

Adopted: 13 September 2004



ACCEPTABLE USE OF COMPUTER NETWORKS/COMPUTERS AND RESOURCES (M)

Revised: 14 January 2008  
Revised: 02 June 2008  
Revised: 23 January 2012  
Revised: 08 December 2014  
Revised: 11 April 2016  
Revised: August 12, 2025



## 5460 HIGH SCHOOL GRADUATION (M)

The Board of Education will recognize the successful completion of the secondary school instructional program by the award of a State-endorsed diploma certifying the student has met all State and local requirements for high school graduation **in accordance with N.J.A.C. 6A:8-5.1**. The Board will annually certify to the Executive County Superintendent each student who has been awarded a diploma has met the requirements for graduation.

As defined in N.J.A.C. 6A:8-1.3, “credit” means the award for the equivalent of a class period of instruction which meets for a minimum of forty minutes, one time per week during the school year or as approved through N.J.A.C. 6A:8-5.1(a)2.

### A. High School Graduation Requirements – N.J.A.C. 6A:8-5.1

1. For a State-endorsed diploma, the Board of Education shall develop, adopt, and implement graduation requirements that prepare students for success in post-secondary degree programs, careers, and civic life in the 21<sup>st</sup> century, and that include the following:

a. A graduating student must have earned a minimum of 125 credits in courses designed to meet all of the New Jersey Student Learning Standards (NJSLS) including, but not limited to, the following credits:

1. At least twenty credits in English language arts aligned to grade nine through twelve standards;
2. At least fifteen credits in mathematics, including Algebra I or the content equivalent; geometry or the content equivalent; and a third year of mathematics that builds on the concepts and skills of algebra and geometry and that prepares students for college and 21<sup>st</sup> century careers;
3. At least fifteen credits in social studies, including satisfaction of N.J.S.A. 18A:35-1 and 18A:35-2; five credits in world history; and the integration of civics, economics, geography, and global content in all course offerings;
4. At least fifteen credits in science, including at least five credits in laboratory biology/life science or the content equivalent; one additional laboratory/inquiry-based science course, which shall include chemistry,



environmental science, or physics; and one additional laboratory/inquiry-based science course;

5. At least three and three-quarters credits in health, safety, and physical education during each year of enrollment, distributed as one hundred fifty minutes per week, as required by N.J.S.A. 18A:35-5, 7, and 8;
6. At least five credits in visual and performing arts;
7. At least five credits in world languages or student demonstration of proficiency as set forth in N.J.A.C. 6A:8-5.1(a)2ii(2);
8. At least two and one-half credits in financial, economic, business, and entrepreneurial literacy;
9. Technological literacy, consistent with the NJSLs, integrated throughout the curriculum;
10. At least five credits in 21<sup>st</sup> century life and careers, or career-technical education; and
11. Electives as determined by the high school program sufficient to total a minimum of 125 credits.

~~As defined in N.J.A.C. 6A:8-1.3, "credit" means the award for the equivalent of a class period of instruction which meets for a minimum of forty minutes, one time per week during the school year or as approved through N.J.A.C. 6A:8-5.1(a)2.~~

The high school graduation credit requirement may be met in whole or in part through program completion of a range of experiences that enable students to pursue a variety of personalized learning opportunities, as follows:

1. The district shall establish a process to approve individualized student learning opportunities that meet or exceed the NJSLs.
  - a. Individualized student learning opportunities in all NJSLs areas include, but are not limited, to the following:
    - (1) Independent study;
    - (2) Online learning;



- (3) Study abroad programs;
  - (4) Student exchange programs; and
  - (5) Structured learning experiences, including, but not limited to, work-based programs, internships, apprenticeships, and service learning experiences.
- b. Individualized student learning opportunities based upon specific instructional objectives aimed at meeting or exceeding the NJSLs shall:
- (1) Be based on student interest and career goals as reflected in the Personalized Student Learning Plans;

In the development of Personalized Student Learning Plans according to N.J.A.C. 6A:8-3.2(a), the district shall actively encourage all students who have otherwise met the requirements for high school graduation according to N.J.A.C. 6A:8-5.1(a) to continue to pursue rigorous, yet balanced, courseloads in accordance with their post-secondary aspirations which may include the following:

- a. Five credits in mathematics during each year of enrollment, aimed at preparation for entrance into post-secondary programs or 21st century careers;
- b. Five credits in a laboratory science during each year of enrollment, aimed at preparation for entrance into post-secondary programs or 21st century careers;
- c. Five credits in social studies during each year of enrollment, aimed at preparation for entrance into post-secondary programs or 21st century careers;
- d. Five credits in world languages during each year of enrollment, aimed at preparation for entrance into post-secondary programs or 21st century careers;
- e. Five credits in the visual and performing arts during each year of enrollment, aimed at preparation for entrance into post-secondary programs or 21st century careers, and



- f. Five credits in business and/or technology during each year of enrollment, aimed at preparation for entrance into post-secondary programs or 21st century careers.
    - (2) Include demonstration of student competency;
    - (3) Be certified for completion based on the district process adopted according to 2. below; and
    - (4) Be on file in the school district and subject to review by the Commissioner or designee.
  - c. Group programs based upon specific instructional objectives aimed at meeting or exceeding the NJSLS shall be permitted and shall be approved in the same manner as other approved courses.
2. The district shall establish a process for granting of credits through successful completion of assessments that verify student achievement in meeting or exceeding the NJSLS at the high school level, including standards achieved by means of the individualized student learning opportunities enumerated as outlined in N.J.A.C. 6A:8-5.1(a)2. Such programs or assessments may occur all or in part prior to a student's high school enrollment; no such locally administered assessments shall preclude or exempt student participation in applicable Statewide assessments at grades three through twelve.
- a. The district shall choose assessments that are aligned with or exceed the NJSLS and may include locally designed assessments.
  - b. The district shall choose from among the following assessment options to determine if students have achieved the level of language proficiency designated as Novice-High as defined by the American Council on the Teaching of Foreign Languages (ACTFL) and recognized as fulfilling the world languages requirement of the NJSLS:
    - (1) The Standards-based Measurement of Proficiency (STAMP) online assessment;
    - (2) The ACTFL Oral Proficiency Interview (OPI) or Modified Oral Proficiency Interview (MOPI); or



- (3) Department of Education-approved locally designed competency-based assessments.
3. The district shall establish a process to approve post-secondary learning opportunities that may consist of: Advanced Placement (AP) courses; the College-Level Examination Program (CLEP); or concurrent/dual enrollment at accredited higher education institutions.
  - a. The district shall award credit for successful completion of an approved, accredited college course that assures achievement of knowledge and skills that meets or exceeds the NJSLS.



B. Additional Graduation Requirements

1. Attendance requirements as indicated in Policy and Regulation 5200;
2. Any statutorily mandated requirements for earning a high school diploma; and
3. Any Statewide assessment graduation requirements as determined by the New Jersey Department of Education (NJDOE), and as outlined in C. below.

C. Statewide Assessment Graduation Requirements

Class of 2024 and 2025 (Updated May 2023)

Students must take and demonstrate proficiency in grade 11 on the New Jersey Graduation Proficiency Assessment, which includes content aligned to the grade 10 New Jersey Student Learning Standards (NJSLs) in ELA, and the NJSLs in Algebra 1 and Geometry.

If, after completing the New Jersey Graduation Proficiency Assessment, a student does not demonstrate proficiency on the ELA or mathematics section, the student may retake the New Jersey Graduation Proficiency Assessment in the following summer or fall.

A student with disabilities whose IEP states that they are not eligible for the alternate assessment (Dynamic Learning Maps) must take the New Jersey Graduation Proficiency Assessment in grade 11.

**First Pathway—NJGPA**

Note: Cut Scores Approved by the New Jersey State Board of Education on May 3, 2023

ELA	Mathematics
New Jersey Graduation Proficiency Assessment—ELA $\geq 725$ (Graduation Ready)	New Jersey Graduation Proficiency Assessment—Mathematics $\geq 725$ (Graduation Ready)



On May 3, 2023, the State Board of Education approved the graduation ready cut score for the ELA and mathematics components of the NJGPA, as well as the menu of alternative assessments and aligned cut scores.

The requirements in this section were adopted by the New Jersey State Board of Education on September 8, 2021 for the classes of 2023–2025.

### **English Language Arts and Literacy (ELA)**

If, after completing the New Jersey Graduation Proficiency Assessment in grade 11, students did not demonstrate proficiency by passing the ELA component, such students may access the following pathways:

- Second Pathway: By meeting the designated cut score on a substitute competency test such as the PSAT, SAT, ACT, or ACCUPLACER; or
- Third Pathway: By submitting, through the district, a student portfolio appeal to the New Jersey Department of Education.

### **Mathematics**

If, after completing the required New Jersey Graduation Proficiency Assessment in grade 11, students did not demonstrate proficiency by passing the mathematics component, such students may access the following pathways:

- Second Pathway: By meeting the designated cut score on a substitute competency test such as the PSAT, SAT, ACT, or ACCUPLACER; or
- Third Pathway: By submitting, through the district, a student portfolio appeal to the New Jersey Department of Education.

### **D. Attendance**

Regular attendance is required for the successful completion of a course of study and graduation. Students are expected to be present in every scheduled class except as their attendance is excused in accordance with Board Policy 5200.

### **E. Students with Disabilities**

1. Through the Individualized Educational Plan (IEP) process and pursuant to N.J.A.C. 6A:14-4.11 - Graduation, the district may specify alternate



requirements for a State-endorsed diploma for individual students with disabilities as defined in N.J.A.C. 6A:14-1.3.

- a. The district shall specifically address any alternate requirements for graduation in a student's IEP, in accordance with N.J.A.C. 6A:14-4.11.
  - b. The district shall develop and implement procedures for assessing whether a student with a disability has met the specified alternate requirements for graduation individually determined in an IEP.
2. If a student with a disability attends a school other than that of the school district of residence, which is empowered to grant a diploma, the student shall have the choice of receiving the diploma of the school attended or the diploma of the school district of residence.
    - a. If the school the student is attending declines to issue a diploma to the student, the district of residence Board of Education shall issue the student a diploma if the student has satisfied all State and local graduation requirements, as specified in the student's IEP.
  3. Students with disabilities who meet the standards for graduation according to the school district's graduation requirements shall have the opportunity to participate in graduation exercises and related senior activities on a nondiscriminatory basis, as provided for in subparagraph 5 below.
  4. A student with a disability whose IEP prescribes continued special education programs beyond the fourth year of high school shall be permitted to participate in commencement ceremonies with his/her graduating class and shall receive a certificate of attendance, provided the student has attended four years of high school.
  5. Students placed in private schools for the disabled by the district through their respective Individualized Education Plan (IEP) and who meet the requirements of subparagraphs 3 or 4 above, will be permitted to participate in graduation and related senior activities consistent with applicable law, provided students are in good standing with respect to the disciplinary policies of both the district and the private school.

F. High School Diploma



1. The Board of Education shall award a State-endorsed high school diploma to prospective graduates who have met all of the requirements adopted in accordance with State and local Board of Education requirements.
2. The Board of Education shall not issue a high school diploma to any student not meeting the criteria specified in State and local requirements.
  - a. The district shall provide students exiting grade twelve without a diploma the opportunity for continued high school enrollment to age twenty or until the requirements for a State-endorsed diploma have been met, whichever comes first.
  - b. The district shall allow any out-of-school individual to age twenty who has otherwise met all State and local graduation requirements, but has failed to pass high school end-of-course PARCC assessments to demonstrate proficiency as set forth in N.J.A.C. 6A:8-5.1(f) pursuant to the standards applicable to the student's graduating class. Students in graduating classes prior to 2016 shall demonstrate proficiency as set forth in N.J.A.C. 6A:8-5.1(f)1. Upon certification of passing the test applicable to the student's class in accordance with N.J.A.C. 6A:8, a State-endorsed diploma shall be granted by the high school of record.
3. The Commissioner of Education shall award a State-issued high school diploma in accordance with the provisions of N.J.A.C. 6A:8-5.2(c) and (d).
4. The Board of Education shall award a State-endorsed high school diploma to any currently enrolled student, regardless of grade level, who:
  - a. Has demonstrated proficiency in the high school end-of-course PARCC assessments in ELA 10 and Algebra I, or as set forth in N.J.A.C. 6A:8-5.1(f);
  - b. Has presented official transcripts showing at least thirty general education credits leading to a degree at an accredited institution of higher education; and
  - c. Has formally requested such early award of a State-endorsed high school diploma.



G. Notification

Each student who enters or transfers into the high school and the student's parent(s) will be provided a copy of the school district's requirements for a State-endorsed diploma, and the programs available to assist students in attaining the State-endorsed diploma, in accordance with N.J.S.A. 18A:7C-5.

H. Reporting

The Superintendent, in accordance with N.J.S.A. 18A:7C-7 and 18A:7E-3, shall report annually to the Board of Education at a public meeting not later than September 30, and to the Commissioner of Education:

1. The total number of students graduated;
2. The number of students graduated under the substitute competency test process;
3. The number of students graduated under the portfolio appeals process;
4. The number of students receiving State-endorsed high school diplomas as a result of meeting any alternative requirements for graduation as specified in their IEP's;
5. The total number of students denied graduation from the twelfth grade class; and
6. The number of students denied graduation from the twelfth grade class solely because of failure to pass the high school end-of-course PARCC assessments, substitute competency tests, or portfolio appeals process based on the provisions of N.J.A.C. 6A:8.

I. The Superintendent shall provide to the Executive County Superintendent the district's graduation requirements each year they are evaluated through the Quality Single Accountability Continuum (QSAC) and update the filed copy each time the graduation policy is revised.

**J. Financial Aid Application Graduation Requirement**



1. Beginning with the 2023-2024 grade eleven class, and for two school years thereafter, the Board shall require a student, and the student's parent, if applicable, to complete and submit a financial aid application in a form prescribed by the Higher Education Student Assistance Authority (Authority) as a prerequisite to the student receiving a high school diploma unless a waiver is submitted to the district as set forth in P.L.2023 c.295 and D.1.a. below.

a. A student shall be exempt from the requirement in P.L.2023 c.295 and D.1. above if the student or the student's parent submits to the district a waiver form signed by the parent, or by the student if the student is at least eighteen years of age, requesting the exemption from the requirement.

b. If the student is under eighteen years of age and a form signed by the parent cannot be reasonably obtained, the student's school counselor may authorize the waiver as permitted by regulations promulgated by the State Board of Education pursuant to P.L.2023 c.295.

2. The district shall annually notify students and the parents of the requirement established pursuant to P.L.2023 c.295 and Section D.

3. No adverse action shall be taken by a Board against any student due to a student's receipt of an exemption from the requirement to complete and submit a financial aid application pursuant to D.1.a. above.

4. Nothing in P.L.2023 c.295 and this Policy shall be construed as requiring school counselors, or any other school employee, to assist students in completing the financial aid application. Nothing in P.L.2023 c.295 and this Policy shall be construed as creating a private right of action against the district or the State upon compliance or noncompliance with the provisions of P.L.2023 c.295 and this Policy.



# POLICY

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LIVINGSTON  
**BOARD OF EDUCATION**

Students  
5460/Page PAGE 1 of NUMPAGES 1  
HIGH SCHOOL GRADUATION (M)



## Diplomas in Memoriam

The Board, upon written request by the parent(s) or guardian(s) of the student, and recommendation by the Principal and Superintendent, will consider awarding a diploma in memoriam to a student who dies while enrolled in the district at grade level 12, provided the student was successfully on track at the time of death to receive a diploma at the end of the school year. For purposes of this policy, "school year" includes any summer session following the spring semester. Diplomas in memoriam will be provided to the family in a private meeting in the Principal's office, but not at the formal high school graduation ceremony.

N.J.S.A. 18A:7C-1; 18A:35-1; 18A:35-4.9; 18A:35-7; 18A:36-17

N.J.A.C. 6A:8-1 et seq.; 6A:8-5.1; 6A:8-5.2; 6A:14-4.11 et seq.

Adopted: January 11, 2010

Revised: September 20, 2010

Revised: June 18, 2018

Revised: September 26, 2023

Revised: August 12, 2025



## 5530 SUBSTANCE ABUSE (M)

The fundamental purpose of our educational process is to foster the intellectual, emotional, social, and physical well-being of each child. In fulfilling this purpose, the Livingston Board of Education recognized the need for a safe environment, free of drugs, within our schools and to assist our students to learn how to lead drug-free lives.

Accordingly, the Board will establish and maintain a comprehensive substance abuse intervention, prevention and treatment referral program in the schools of this district. The intent of the policy is preventative and therapeutic, but the Board will take the necessary and appropriate steps to protect the school community from harm and from exposure to harmful substances.

The Board prohibits the use, possession, and/or distribution of a substance on school grounds, including on any transportation vehicle provided by this Board or at school sponsored functions according to N.J.S.A. 18A:40A-9, 10 and 11. A pupil who uses, possesses or distributes a substance, on or off school premises, will be subject to discipline.

The following Policy and its accompanying Regulation will outline the steps the district will take in relation to:

1. A comprehensive program of drug, alcohol, tobacco and steroid education;
2. The identification and remediation of pupils involved with drugs, alcohol, tobacco and steroids;
3. The examination and treatment of pupils suspected of being under the influence of drugs, alcohol, tobacco or steroids to determine the extent of the pupil's drug or alcohol use or dependency;
4. The treatment and discipline of pupils who use, possess or distribute drugs, alcohol, tobacco and steroids in violation of law or this policy through referral to an appropriate drug/alcohol abuse program as recommended by the department of health and the student assistance counselor;
5. Supportive services for pupils returning from treatment.

### Definitions:



“Sample” means a non-dilute, non-adulterated sample. A diluted urine screen is a presumptive positive test result. Appropriate disciplinary action will be taken for a positive test result.

“Substance” means alcoholic beverages, controlled dangerous substances as defined at N.J.S.A. 24:21-2 and N.J.S.A. 2C:35-2, anabolic steroids, any chemical or chemical compound that releases vapors or fumes causing a condition of intoxication, inebriation, excitement, stupefaction, or dulling of the brain or nervous system, including, but not limited to, glue containing a solvent having the property of releasing toxic vapors or fumes as defined at N.J.S.A. 2C:35-10.4, or over-the counter prescription medications which are improperly used to cause intoxication, inebriation, excitement, stupefaction, or dulling of the brain or nervous system.

“Substance abuse”, also called “substance use”, means the consumption or use of any substance for purposes other than for the treatment of sickness or injury as prescribed or administered by a person duly authorized by law to treat sick and injured human beings.

“Evaluation” means procedures used by a certified or licensed professional to make a positive determination of a student’s need for programs and services that extend beyond the general school program by virtue of learning, behavior, or health difficulties of the student or the student’s family.

“Intervention” means those programs, services, and actions taken to identify and offer help to a student at risk for learning, behavior, or health difficulties.

“Referral for treatment” means those programs and services suggested to a student or to the student’s family to help implement the recommendations of an evaluation; in response to a positive alcohol or other drug test results; or in response to the family’s request for assistance with a learning, behavior, or health difficulty.

"School grounds" means and includes land, portions of land, structures, buildings, and vehicles, when used for the provision of academic or extracurricular programs sponsored by the school district or community provider. School grounds also includes school buses, school-sponsored functions, structures that support the buildings, such as school district wastewater treatment facilities; generating facilities; and other central service facilities including, but not limited to, kitchens and maintenance shops. School grounds also includes other facilities as defined in N.J.A.C. 6A:26-1.2, playgrounds, and recreational places owned by municipalities, private entities or other individuals during times when the school district has exclusive use of a portion of the land.



## Discipline

The Board prohibits the use, possession, and/or distribution of alcohol or other drugs on school grounds, including on any transportation vehicle provided by this Board or at school sponsored functions. A pupil who uses, possesses, or distributes a substance, on or off school premises, will be subject to discipline in accordance with this Policy and Regulation 5530. Discipline will be graded to the severity of the offenses, the nature of the problems and the pupil's needs. Discipline may include suspension or expulsion.

The Board directs the Superintendent to establish consequences for a pupil not following through on the recommendations of an evaluation for alcohol or other drug abuse and related behaviors.

The Board may deny participation in extra-curricular activities, school functions, sports, graduation exercises, or other privileges as disciplinary sanctions when designed to maintain the order and integrity of the school environment, in accordance with N.J.A.C. 6A:16-7.1(d). Any student to be disciplined shall be provided the due process procedures for students and their families as set forth in N.J.A.C. 6A:16-7.

## Instruction

In keeping with the Board's intent to provide preventative and therapeutic assistance to all pupils, an education curriculum for grades K-12, emphasizing primary prevention of alcohol, drug, and substance abuse shall be used, providing students with information and developmental exercises regarding chemical substances. Pupils will receive education, including tobacco and anabolic steroids, appropriate for the pupil's age, maturity, and grade level.

The Board will provide intervention and treatment referral services by teaching staff members who are properly and appropriately certified and trained to render such services.

Such services include instruction, counseling and related services to a pupil who is receiving medical or therapeutic care for diagnosed substance abuse, referral to a community agency approved by the County Local Advisory Council on alcoholism or Drug Abuse or the State A pupil who has also been identified as potentially disabled shall be evaluated by the Child Study Team to determine their eligibility for special education and/or related services.



Such services include instruction, counseling and related services to a pupil who is receiving medical or therapeutic care for diagnosed substance abuse, referral to a community agency approved by the County Local Advisory Council on alcoholism or Drug Abuse or the State Department of Health; support services for pupils who are in care or returning from care for substance dependency; and/or a special class or course designed to meet the needs of pupils with problems of substance abuse.

A pupil who has also been identified as potentially disabled shall be evaluated by the Child Study Team to determine their eligibility for special education and/or related services.

### Outreach to Parents

The Board will provide a program of outreach to parent(s) or legal guardian(s) of pupils that includes information on the district's substance abuse curriculum, the identification of substance abusers and rehabilitation organizations and agencies. The Superintendent is directed to develop the program in consultation with local agencies recommended by the Commissioner and to offer the program at times and in places convenient to parent(s) legal guardian(s) on school premises or in other suitable facilities.

### Building-Based Programs

In keeping with the district's preventative and early intervention efforts, building-based programs will be developed district-wide, to provide services to students whose academic careers are being adversely affected. The purpose of these programs will be to address individual learning difficulties, behavioral problems, emotional well-being and alcohol/drug dependency issues. These programs include all building-based intervention teams, such as the CORE Team or Intervention & Referral Services (I&RS). The membership of these teams shall include, but are not limited to: the Building Principal or designee, regular education teacher(s) and a school staff member selected from one of the following professional titles:

- school counselor
- learning disabilities teacher-consultant
- school social worker
- school nurse
- school psychologist
- speech-language specialist
- substance awareness coordinator/student assistance counselor



The function of the building-based intervention programs is to develop educational/behavioral strategies and to provide crisis intervention, assessment, and referral.

There are instances where substance abuse may be suspected by a certified staff member and reported to the CORE Team, as per N.J.A.C. 6A:16-4.1(b). The CORE Team may recommend a referral for a medical evaluation through one of the following resources:

1. By a district approved medical facility.
2. Private practitioners certified by an appropriate drug and alcohol licensing board.
3. Out-of-State agencies licensed by the appropriate State regulatory agency for alcohol and other drug services; or
4. Appropriate community agencies as defined in N.J.A.C. 6A:16-4.1(b).

When such a recommendation is being made, the Principal or their designee shall consult with the pupil's parent(s) or legal guardian(s) and the Superintendent.

All drug/alcohol assessment, counseling and treatment programs not provided by staff members of the district or not recommended or required under the district policy shall be at the sole cost and expense of the parent/guardian and not be paid in whole or in part by the Board of Education.

#### Substance Abuse - Identification, Evaluation, and Intervention

Any staff member to whom it appears that a pupil may be under the influence of a substance on school grounds, including on any transportation vehicle provided by this Board or at school sponsored functions, shall report the matter as soon as possible to at least one of the following:

1. The Principal or their designee
2. The School Nurse
3. The Substance Awareness Counselor



The Principal and/or their designee, in response to this report will:

1. Notify the parent(s) or legal guardian
2. Notify the Superintendent
3. Arrange for an immediate medical examination of the pupil at a Board approved facility. "Immediate" is defined in the following way:

The child shall receive a medical examination with a drug test within two hours of being reported to the parent. The sample provided must be a non-dilute, non-adulterated sample. A diluted urine screen is a presumptive positive test result. Appropriate disciplinary action will be taken for a positive test result.

4. The parent(s) or guardian(s) may have the immediate medical examination conducted by a physician other than at the school approved facility who is licensed to practice medicine or osteopathy. This examination will be at the expense of the parent(s) or guardian(s) and not the Board. The medical examination must meet Board approved standards for toxicity.
5. If parent(s) or guardian(s) are not available or cannot meet the time frames established in this policy, the school shall arrange for transportation of the student to the approved testing facility or to the emergency room of the nearest hospital.
  - a. The district reserves the right to contact the police or emergency services to transport the student. In this case, a staff member will accompany the student.
  - b. Any expense for transporting the child will be borne by the parent or guardian.
6. A written report will be furnished by the examining physician to the parent(s) or legal guardian, Principal and the Superintendent within 24 hours of the referral of the student for suspected alcohol or other drug use. If the parent or child refuses to be screened or fails to produce the required report within 24 hours, the appropriate disciplinary procedures will be implemented.



7. If the written report of the medical evaluation verifies that alcohol or other drugs do not interfere with the student's physical and mental ability to perform in school, the student shall remain in school.
8. If there is a positive determination from the medical examination indicating that the student's alcohol or drug use interferes with their physical and mental ability to perform in school, or the student is non-compliant with this policy, attendance at school will not resume until a written report has been submitted to the parent, Principal and Superintendent from a physician who has examined the student which states that the student's alcohol or other drug use no longer interferes with their physical and mental ability to perform in school. Removal of a student with a disability shall be in accordance with N.J.A.C. 6A:14.
9. Whenever any teaching staff member, certified or non-certified school nurse, or other educational personnel shall have reason to believe a pupil has used or may be using anabolic steroids, that person shall report the matter in accordance with Regulation 5530 and N.J.A.C. 6A:16-4.3(b)1.



## **Reporting Pupils to Law Enforcement Authorities**

The Superintendent, or designee, will report pupils to law enforcement authorities if the staff member has reason to believe a pupil is unlawfully, under the influence of, possessing, or in any way is involved in the distribution of controlled dangerous substances, anabolic steroids, or drug paraphernalia, on school grounds, including on any transportation vehicle provided by this Board or at school sponsored functions or within 1,000 feet of the outermost boundary of school property, pursuant to N.J.A.C. 6A:16-6.3(a).

The Superintendent shall not report pupils who have voluntarily sought treatment or counseling for a substance abuse problem provided the pupil is not involved or implicated in a drug distribution activity.

## **Civil Immunity**

No civil action of any kind shall lie against any employee, officer or agent of the Board because of actions taken under the education statutes on substance abuse, N.J.S.A. 18A:40A-1 et seq., provided the skill and care given is that ordinarily required and exercised by other such employees, officers and agents of the Board.

Any educational or non-educational school staff member who in good faith reports a pupil to the Building Principal or designee in compliance with N.J.A.C. 6A:16-4.3 shall not be liable in civil damages as a result of making such a report, as specified in N.J.S.A. 18A:40A-13 and 14.

The Superintendent shall develop administrative regulations for this policy on Substance Abuse.

N.J.S.A. 18A:40A-1 et seq. ; 18A:40A-5; 18A:40A-7.1 et seq. ; 18A:40A-7.2;  
18A:40A-9 through 18A:40A- 17;  
N.J.A.C. 6A:16-1.1 et seq.; N.J.A.C. 6A:16-3.1 et. seq.; 6A:16-4.1 et seq;  
6A:16-6.1 et seq. ;6A:32-7.1 et seq.

Adopted: 04 June 2007  
Revised: 18 July 2011  
Revised: 08 December 2014



# POLICY

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Revised: July 11, 2023  
Revised: March 18, 2025  
Revised: August 12, 2025



## SCHOOL DISTRICT PROVIDED TECHNOLOGY DEVICES TO STUDENTS

### 7523 SCHOOL DISTRICT PROVIDED TECHNOLOGY DEVICES TO STUDENTS

The Board of Education may provide technology devices to students in the district for school district authorized use only. The purpose of this Policy is to establish general guidelines for the issuance and utilization of any school district technology device provided to students of this district. For the purposes of this Policy, "technology device" or "device" shall include, but not be limited to, portable devices such as computers, laptops, tablets, cellular telephones, or any other computing or electronic devices the school district provides to ~~pupil~~students to be used as part of their educational program.

A technology device made available to students will be considered a textbook or supply, as defined in N.J.S.A. 18A:34-1, mandatory to a successful completion of the classroom curriculum. Therefore, because a technology device defined in this Policy is mandatory to ~~a~~ successful completion of a student's classroom curriculum, a student will be required to obtain a technology device provided by the school district as defined in this Policy. The district will provide students with such a technology device consistent with its textbook or supply policies. A technology device provided by the school district may include pre-loaded software. Only school district authorized staff members may load or download software onto a school district provided technology device unless specifically given prior permission by a school district authorized staff person.

To receive a school district provided technology device, the parent and student must sign all school district device forms requiring the parent and the student to comply with certain provisions. These provisions may include, but are not limited to:

1. A school district provided technology device must be used only by the student for school district authorized use;
2. A ~~pupil~~student shall comply with the school district's acceptable use of technology policies, which are listed in the District's Code of Conduct.
3. Any school district provided technology device loaned to a student must be returned to the school district in the condition it was initially provided to the ~~pupil~~student considering reasonable use and care by the ~~pupil~~student;
4. The parent or student shall be responsible to reimburse the school district the cost of any technology device or its accessories that are lost, damaged beyond reasonable use or beyond its value, abandoned, missing, stolen, or cannot be returned to the district in accordance with the terms of the school district device forms;
5. The district may require, or offer as an option, depending on the type of technology device provided to the student, an insurance policy to be purchased by the parent or student that would cover certain losses or damage to a technology



## SCHOOL DISTRICT PROVIDED TECHNOLOGY DEVICES TO STUDENTS

- device during the time period the student has possession of the device. The parent or the student shall pay any insurance policy required deductibles in the event of a loss or theft;
6. A student will be required to report any hardware or software problems in the operation of the device to the school district staff member, designated on the school district device forms, within two school days of the commencement of the problem;
  7. A student must report to the school district staff member designated on the School District Provided Technology Device Form within two school days in the event the technology device has been damaged or is missing;
  8. A parent or student is required to immediately file a police report in the event it is believed the technology device has been stolen. Within one school day after filing a police report, a parent or student shall complete the school district device Loss Form and submit the completed Loss Form and a copy of the police report to the Principal or designee;
  9. The ~~pupil~~student shall have the technology device in their possession in school as required;
  10. **Students are only allowed to use the school-issued device provided to them during the school day. No personal devices or hotspots are allowed to be used while in school.**and
  11. Any other provisions the Superintendent of Schools determines should be included on the school district device forms.

The school district will provide the student and parent with written or electronic notification that the technology device provided by the school district may record or collect information on the ~~pupil~~student's activity or the student's use of the technology device if the device is equipped with a camera, global positioning system, or other feature capable of recording or collecting information on the student's activity or use of the device. This notification shall also include a statement that the school district shall not use any of the capabilities in a manner that would violate the privacy rights of the student or any individual residing with the student. The parent shall be required to acknowledge receipt of this notification and the parent acknowledgement shall be retained by the Principal or designee for as long as the student retains the use of the school district provided technology device. The parent acknowledgement and a signed school district provided technology device form shall be required before the issuance of a technology device to a student.

Students shall comply with all school district policies for the use of a school district provided technology device. A ~~pupil~~student shall be subject to consequences in the event the student violates any school district policy, including the district's acceptable use



# POLICY

Property

7523/Page PAGE 1 of NUMPAGES 1

## SCHOOL DISTRICT PROVIDED TECHNOLOGY DEVICES TO STUDENTS

policies; student code of conduct; any provision of this Policy; or any provision of the school district device forms.

N.J.S.A. 18A:34-1

P.L. 2013, Chapter 44 – “The Anti-Big Brother Act”

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Revised: April 25, 2016

Revised: **August 12, 2025**

