



## LIVINGSTON BOARD OF EDUCATION VOTING MEETING MINUTES

October 15, 2025

Executive Session - Administration Building - 6:45 p.m.

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

A **Voting Meeting** of the Livingston Board of Education was held on this date in the large conference room in the Administration Building and via a Facebook livestream. The meeting was called to order at 6:45 p.m. by Seth Cohen, Board President, who announced that 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.

Members Present: Pamela Chirls, Seth Cohen, Fang Gong, Parul Khemka, Inna Yelisevich and Abe Klein

Also in Attendance: Dr. Daniel Fishbein, Jessica Rapp, Dr. Maura Tuite, Mark Stern and Joann Goldberg

Mrs. Khemka moved the following:

### **Executive Session**

**Whereas**, the Open Public Meetings Act, N.J.S.A. 10:4-11, permits the Board of Education to meet in closed session to discuss certain matters; now, therefore be it

**Resolved**, that the Livingston Board of Education adjourns to closed session to discuss:

- student matters

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

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

Mrs. Chirls seconded the motion.

Vote all in favor.

Mr. Cohen reconvened the public meeting at 7:00 p.m.

## **Superintendent's Report**

Dr. Fishbein explained that teachers engaged in professional development sessions led by other teachers and administrators all day on Monday. We will be sharing some of the work that was accomplished on our website through the Livingston Lens in November.

### 1. Public Hearing of District and School HIB Self-Assessment Report

Dr. Tuite explained that annually the district is required to complete a HIB self-assessment for the prior school year, present it to the Board of Education and share it with the Department of Education. The nine anti-bullying specialists and building principals spend the year gathering information to complete the self-assessment. The self-assessment is made up of a variety of components through eight core elements that include HIB programs, approaches and other initiatives, training, curriculum and instruction, programming and reporting procedures. The data is used to address district challenges and provide professional development in areas needed. This year our composite score was 77.56 out of a possible 78 points.

### 2. Livingston Public Schools America 250 Logo Contest Winners

As part of the district's celebration of America's semiquincentennial in 2026, Mrs. Topylko explained we kicked off the school year with a logo contest. Over 80 entries were received and two designs were chosen to best represent the theme of "what unites us." Katheryn Liu, Grade 7 at Heritage Middle School, was honored for her design that will be used as a banner on our US 250 website. Rachel Wu, Grade 5 at Hillside Elementary School, was the logo winner, and her design will be used on the district website and on other communications about the semiquincentennial.

On behalf of the Board, Mr. Cohen congratulated the young ladies on their explanation for their designs, their inspiration and their talent.

## **Board Reports**

Mr. Cohen thanked every member of the staff, students, parents and the community who took the time to participate in the superintendent search survey and looks forward to sharing the results at an upcoming board meeting.

Mrs. Khemka and Mrs. Gong thanked the curriculum committee for all the professional development work that is going into the Livingston Lens.

Mrs. Gong attended the first DELTA meeting on October 7 where the group brainstormed how to execute some of their ideas.

## **Student Representative's Report**

Mr. Klein explained he met with the Dean of Students to discuss how to get the word out to staff and students about participating in the superintendent search survey. They sent emails, posted on Schoology and included it in the morning announcements.

Mr. Klein added that the high school has been focusing on the upcoming semiquincentennial and held an assembly for all juniors to discuss the anniversary and what it was like during the bicentennial 50 years ago.

Mr. Klein concluded that things have been going well with students over the past two weeks and that the student body seems content.

**Approval of Minutes**

Mrs. Chirls moved the following:

- 1. Voting Meeting Minutes of September 30, 2025

Mrs. Khemka seconded the motion.

**ROLL CALL VOTE:** Ayes - Mrs. Chirls, Mrs. Gong, Mrs. Khemka, Mrs. Yelisevich, Mr. Cohen  
Nayes - None

**Public Comment**

There was no public comment.

**RECOMMENDATIONS FOR APPROVAL**

**PROGRAM/CURRICULUM**

Mrs. Chirls moved the following:

**1.1 Textbooks, Books and Videos**

**Resolved**, that the Livingston Board of Education approves the textbooks, books and videos as shown on **Attachment A**.

**1.2 Field Trips**

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

Mrs. Khemka seconded the motion.

**ROLL CALL VOTE:** Ayes - Mrs. Chirls, Mrs. Gong, Mrs. Khemka, Mrs. Yelisevich, Mr. Cohen  
Nayes - None

**STUDENT SERVICES**

Mrs. Chirls moved the following:

**2.1 Out-of-District Placements**

**Resolved**, that the Livingston Board of Education approves placement for the academic year 2025-2026 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 C**.

Mrs. Khemka seconded the motion.

**ROLL CALL VOTE:** Ayes - Mrs. Chirls, Mrs. Gong, Mrs. Khemka, Mrs. Yelisevich, Mr. Cohen  
Nayes - None

**BUSINESS**

Mrs. Chirls moved the following:

**3.1 Payment of Bills**

**Whereas**, the Board Secretary has audited certain vendor claims as required by N.J.S.A. 18A:19-2 and Board Policy 6470 and presented them to the Livingston Board of Education with the recommendation they be paid, now therefore be it

**Resolved**, that the Livingston Board of Education approves the payment of the following bills in the amounts listed and attach a complete copy of these bills to the minutes of this meeting.

<b><u>Fund</u></b>	<b><u>Name</u></b>	<b><u>Amount</u></b>
10,11,12	Operating Budget (checks 113350-113594)	\$5,350,746.69
20	Operating Budget (checks 112478)	\$24,270.48
60	Cafeteria (checks 60168-60170)	\$57,035.87
	<b>TOTAL</b>	\$5,432,053.04

**3.2 Board Secretary Report – August 2025**

**Whereas**, the Livingston Board of Education has received the Report of the Board Secretary for August 31, 2025, consisting of:

- 1) Interim Balance Sheets
- 2) Interim Statements Comparing Budgeted Revenue with Actual to Date and Appropriations with Expenditures and Encumbrances to Date
- 3) Schedule of Revenues - Actual Compared with Estimated
- 4) Statement of Appropriations Compared with Expenditures and encumbrances, and

**Whereas**, the Livingston Board of Education has received the report of the Treasurer for August 31, 2025, which report is in agreement with the Report of the Board Secretary, and

**Whereas**, these reports show the following balances on the date indicated:

	Cash Balance	Appropriation Balance	Fund Balance
(10) General Current Exp. Fund	\$14,668,761.45	\$141,631,727.81	\$6,176,789.58
(11) Current Expense			
(12) Capital Outlay			
(20) Special Revenue Fund	(\$100,211.47)	\$2,909,571.40	\$4,523.88
(30) Capital Projects Fund	\$985,218.43	\$2,270,800.00	\$952,828.81
(40) Debt Service Fund	(\$6,687,999.87)	\$7,344,550.00	(\$915,106.20)
Total:	\$8,865,768.54	\$154,156,649.21	\$6,219,036.07

**Whereas**, pursuant to N.J.A.C. 6A:23A-16.10(c3), the Board Secretary has certified that as of August 31, 2025, no budgetary line item account has obligations and payments contractual

orders which in total exceed the amount appropriated by the district board of education pursuant to N.J.S.A. 18A:22-8, 18A:22-8.1, now therefore be it

**Resolved**, the Livingston Board of Education accepts the above referenced reports and certification and directs that they be made part of this resolution by reference, and be it

**Further Resolved**, the Livingston Board of Education certifies that, after review of the Secretary’s monthly financial report (appropriations section) and upon consultation with the appropriate district officials, to the best of its knowledge no major account or fund has been over-expended in violation of N.J.A.C. 6A:23A-16.10(c4) and that sufficient funds are available to meet the district’s financial obligations for the remainder of the fiscal year.

**3.3 Board Secretary Report – September 2025**

**Whereas**, the Livingston Board of Education has received the Report of the Board Secretary for September 30, 2025, consisting of:

- 1) Interim Balance Sheets
- 2) Interim Statements Comparing Budgeted Revenue with Actual to Date and Appropriations with Expenditures and Encumbrances to Date
- 3) Schedule of Revenues - Actual Compared with Estimated
- 4) Statement of Appropriations Compared with Expenditures and encumbrances, and

**Whereas**, the Livingston Board of Education has received the report of the Treasurer for September 30, 2025, which report is in agreement with the Report of the Board Secretary, and

**Whereas**, these reports show the following balances on the date indicated:

	Cash Balance	Appropriation Balance	Fund Balance
(10) General Current Exp. Fund	\$14,999,666.81	\$127,819,862.54	\$6,176,789.58
(11) Current Expense			
(12) Capital Outlay			
(20) Special Revenue Fund	\$30,555.27	\$2,910,187.00	\$4,523.88
(30) Capital Projects Fund	\$992,598.79	\$2,270,800.00	\$952,828.81
(40) Debt Service Fund	(\$6,687,999.87)	\$7,344,550.00	(\$915,106.20)
Total:	\$9,334,821.00	\$140,345,399.54	\$6,219,036.07

**Whereas**, pursuant to N.J.A.C. 6A:23A-16.10(c3), the Board Secretary has certified that as of September 30, 2025, no budgetary line item account has obligations and payments contractual orders which in total exceed the amount appropriated by the district board of education pursuant to N.J.S.A. 18A:22-8, 18A:22-8.1, now therefore be it

**Resolved**, the Livingston Board of Education accepts the above referenced reports and certification and directs that they be made part of this resolution by reference, and be it

**Further Resolved**, the Livingston Board of Education certifies that, after review of the Secretary’s monthly financial report (appropriations section) and upon consultation with the appropriate district officials, to the best of its knowledge no major account or fund has been over-expended in violation of N.J.A.C. 6A:23A-16.10(c4) and that sufficient funds are available to meet the district’s financial obligations for the remainder of the fiscal year.

**3.4 Transfers**

**Whereas**, the Superintendent of Schools recommends certain transfers among accounts in the 2025-2026 budget for September 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 D**.

**3.5 Conferences and Overnight Trips**

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

**Resolved**, that the Livingston Board of Education approves *Shyella Mayk* to chaperone approximately 50 members of the HMS Ski & Snowboard Club on daily ski trips to either Camelback Ski Resort in Tannersville, PA, or Blue Mountain Resort in Palmerton, PA, on January 14, 19, 28 and February 4, 11, and 25, 2026.

**3.6 Tuition Students (Receiving)**

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

<b>Student(s)</b>	<b>School</b>	<b>Tuition</b>
OOD-1	Secondary	\$47,424
OOD-1 ESY	Secondary	\$1,421
OOD-2	Secondary	\$50,139

**3.7 Donation**

**Resolved**, that the Livingston Board of Education accepts Charles Maltzman’s donation of \$400 to the Riker Hill Student Activities Fund.

**3.8 RESOLUTION OF THE BOARD OF EDUCATION OF THE TOWNSHIP OF LIVINGSTON IN THE COUNTY OF ESSEX, NEW JERSEY DETERMINING TO FINANCE ACQUISITION AND AS NECESSARY INSTALLATION OF TECHNOLOGY EQUIPMENT BY MEANS OF AN EQUIPMENT LEASEPURCHASE FINANCING IN AN AMOUNT NOT EXCEEDING \$1,950,000, AUTHORIZING AN ADVERTISEMENT FOR BIDS IF NECESSARY, DELEGATING THE AWARD OF THE BID, AUTHORIZING THE EXECUTION OF THE LEASE AND RELATED DOCUMENTS AND AUTHORIZING OTHER ACTIONS NECESSARY TO COMPLETE THE TRANSACTION**

**Resolved**, that the Livingston Board of Education approves the equipment lease purchase as shown on **Attachment F**.

**3.9 Approval: Recognize and Cancel Outstanding Checks**

**Resolved**, that the Livingston Board of Education recognizes and cancels all obligations associated with the outstanding checks and deposits for the Somerset Regal Bank Heritage Middle School Account for check #s: 8, 1479, 1597 and 1602.

**Whereas**, the Somerset Regal Bank Heritage Middle School Account checks that are being canceled have been outstanding for a period that exceeds six months; now be it

**Further Resolved**, that the Business Administrator/Board Secretary is authorized and directed to redeposit the funds from the checking accounts for canceled outstanding checks to the respective Checking accounts at Somerset Regal Bank, and the business administrator will have the discretion to transfer to another activity if appropriate. (Outstanding Check List on file in the Business Office)

**3.10 Title III Immigrant Consortium**

**Resolved**, that the Livingston Board of Education approves the 2025/2026 school year acceptance into a Title III Immigrant Consortium with the Caldwell-West Caldwell Board of Education in order for their district to receive the amount of \$2,631.00, since federal legislation requires a consortium given that the District’s allocation is below the \$10,000.00 minimum requirement. The Livingston Board of Education will be the lead district in this consortium.

**3.11 Bylaws, Policies & Regulations**

**Resolved**, that the Livingston Board of Education waives Bylaw #0131 and adopts the following Policies and Regulations for first reading and adoption:

- Regulation #5200 - Attendance (M)
- Policy #5530 - Substance Abuse (M)
- Regulation #5530 - Substance Abuse (M)

Mrs. Khemka seconded the motion.

**ROLL CALL VOTE:** Ayes - Mrs. Chirls, Mrs. Gong, Mrs. Khemka, Mrs. Yelisevich, Mr. Cohen  
Abstain - Mrs. Chirls (on check #s:113494 and 113512 only)  
Mrs. Khemka (on check #s: 113355 only)  
Nayes - None

**PERSONNEL**

Mrs. Chirls moved the following:

**4.1 Resignations & Retirements**

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

<b>Name</b>	<b>Position</b>	<b>Reason</b>	<b>Location</b>	<b>Last Day of Employment</b>
<i>Deborah Paolella</i>	First Secretary	Retirement	RHE	January 30, 2026
<i>Lauren Butera</i>	Speech Language Specialist	Resignation	LHS	December 1, 2025
<i>Jeremy Brown</i>	Instructional Aide	Resignation	Harrison	October 17, 2025
<i>Rebecca DiBrita</i>	ABA Discrete Trial TA	Resignation	BHE	October 23, 2025
<i>Shiyun Wong</i>	Playground Aide	Resignation	Collins	October 27, 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
Danielle Cohen	HMS	TOSD	1/2/2026-2/27/2026	3/2/2026-5/29/2026**	6/1/2026-6/30/2026	8/30/2026
Alicia Ferrell	Collins/MPE	Teacher of Art	12/5/2025-1/30/2026	2/2/2026-5/8/2026**	5/11/2026-5/29/2026	6/1/2026

\*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 G**.

#### 4.4 Appointments

**Resolved**, that the Livingston Board of Education approves the applications indicated below (\*) for emergent hiring for the following appointments under the requirements of N.J.S.A. 18A:16-1 et. seq., N.J.S.A. 18A:39.17 et. seq.; N.J.S.A. 18A:6-4.13 et. seq. All appointments are contingent upon reference checks in accordance with P.L. 2018, c.5.

Name	Location	Title	Tenure Track/LOA or LT Replacement	Replacing	Guide	Step	Salary	Effective Date
Eryn Goldstein	LHS	School Counselor	Leave Replacement	M. Duffy	MA	1	\$64,568 (prorated)	11/17/2025-5/13/2026
Ruth Finkelman*	LHS	Teacher of Mathematics (.8)	First Year Tenure Track	E. Diaz	BA	1	\$45,254** (prorated)	10/1/2025
Dennis Hawkins	HMS	Custodian (Nights/Weekends)	NA	F. Frankwill (transfer)	C	1	\$44,554 plus \$975 for nights & \$975 for weekends (prorated)	10/16/2025

\*amended from previous agenda

\*\*(.8) of BA, Step 1

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

#### 4.5 Substitutes

**Resolved**, that the Livingston Board of Education approves the appointment of the individuals listed below to serve as substitutes on an as-needed basis for the 2025-2026 school year:

##### **Teacher**

Mayuri Sodha

##### **Playground Aide**

Candi Samansky (\$20/hr)

**Custodial**

*Jackson Coke (\$18.50/hr)*

**Resolved**, the Livingston Board of Education approves the individuals listed on **Attachment I** as certified substitutes. These individuals are currently employed by the District. In the event these individuals are called upon to serve as a substitute, they will be compensated an additional \$50/day (\$10/period) for that assignment.

**4.6 Extra Period Assignments**

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

**4.7 Stipends**

**Resolved**, that the Livingston Board of Education approves the individuals on **Attachment K** 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 L** 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 rescinds the approval of *Deborah Baumgartner* to the stipend position of Envirothon Advisor at Livingston High School for the 2025-26 school year.

**Resolved**, that the Livingston Board of Education approves the individuals on **Attachment M** 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 *Val Desamours* as the Assistant to the AP Coordinator in the amount of \$4,500 and *Theresa Cannone* as the AP Testing Assistant in the amount of \$3,000 to be paid through the Student Activities Account.

**4.8 Curriculum Writing**

**Resolved**, that the Livingston Board of Education approves the individuals on **Attachment N** to participate in mid-year curriculum writing during the 2025-26 school year, at \$54.23/hour (Acct #11-000-221-104-5063-19)

**4.9 Mentor Fees**

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

**4.10 ESEA Title III Immigrant Grant**

**Resolved**, the Livingston Board of Education approves the individuals listed on **Attachment P** to be paid for work performed for the ELL After School HW Support Program from October 14, 2025, through June 12, 2026, at the rate \$66.56 per session at LHS and \$49.92 per session at HMS. These funds will be paid through the Title III - Immigrant Funds (Account number: 20-242-100-100-1033-12).

**Resolved**, the Livingston Board of Education approves the individuals listed on **Attachment Q** to be paid for work performed for the ELL Community Liaison Program, at the rate listed, not to October 15, 2025

exceed 40 hours total. These funds will be paid through the Title III - Immigrant Grant Funds (Account number: 20-242-100-100-1033-12).

#### **4.11 Job Description**

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

*Lead Bus Driver (stipend)*

#### **4.12 Memorandum of Understanding**

**Resolved**, that the Livingston Board of Education approves the attached Memorandum of Understanding between itself and the Livingston Education Association re: tuition reimbursement.

Mrs. Khemka seconded the motion.

Mr. Stern thanked Mrs. Paoella for her dedicated years of service.

On behalf of the Board, Mr. Cohen congratulated Mrs. Paoella on her retirement.

**ROLL CALL VOTE:** Ayes - Mrs. Chirls, Mrs. Gong, Mrs. Khemka, Mrs. Yelisevich, Mr. Cohen  
Nays - None

#### **MISCELLANEOUS**

Mrs. Chirls moved the following:

#### **5.1 HIB Report**

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

Mrs. Khemka seconded the motion.

**ROLL CALL VOTE:** Ayes - Mrs. Chirls, Mrs. Gong, Mrs. Khemka, Mrs. Yelisevich, Mr. Cohen  
Nays - None

#### **Old Business**

There was no old business.

#### **New Business**

Mrs. Khemka explained that a special education funding bill is expected to be discussed during the upcoming lame duck session of the New Jersey state legislature and suggested board members may want to review Bill 7277 in case they have any recommendations.

#### **ADJOURNMENT**

At 7:00 p.m., Mrs. Chirls made a motion to adjourn the meeting.

Mrs. Khemka seconded the motion.

Vote all in favor.

**Respectfully submitted,**



**Jessica Rapp**  
**Board Secretary**