



## LIVINGSTON BOARD OF EDUCATION VOTING MEETING MINUTES

November 18, 2025

Public Session - Administration Building - 5:30 to 7:15 p.m.

Executive Session - Administration Building - 7:15 to 7:30 p.m.

Public Session - Administration Building - 7:30 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 5:30 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 (arrived at 5:35 p.m.), Parul Khemka, Inna Yelisevich and Abe Klein (joined at 7:30 p.m.)

Also in Attendance: Dr. Daniel Fishbein, Jessica Rapp and Joann Goldberg  
Dr. Maura Tuite, Mark Stern and Susan Burman (joined at 7:15 p.m.)

### Workshop Items

#### NJSBA Certification Training

Jeanne Cleary of New Jersey School Boards Association provided the board members with certification training regarding the board's role in finance and budget development and the board and special education.

At 7:15 p.m., Mr. Cohen asked for a motion to go into Executive Session.

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 and legal 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.

At 7:30 p.m., Mr. Cohen reconvened the public meeting.

### **Superintendent's Report**

#### Annual Public Meeting Calendar 2026

The board reviewed the proposed annual public meeting calendar for 2026. The calendar will be approved at the Reorganization meeting on January 6, 2026.

### **Board Reports**

Mrs. Gong attended the "Night of Listening" event that is part of the district's 250th anniversary celebration. There was a large turnout of students, parents and community members sharing their stories about the Bicentennial in 1976.

Mrs. Chirls, Mrs. Fong and Mrs. Yelisevich attended the World Language Honor Society Fall Induction Ceremony.

### **Student Representative's Report**

Mr. Klein met with Mr. Mohammed to discuss the main topics and concerns of students from the superintendent survey which include homework, workload and student's voices being heard. They agreed to spend the rest of the year working to address these concerns.

Mr. Klein added that there are a few food drive events happening at the high school in advance of Thanksgiving and that the girls soccer team won the State Sectionals for the first time since 2013.

### **Approval of Minutes**

Mrs. Khemka moved the following:

1. Voting Meeting Minutes of October 15, 2025
2. Public Opening of Executive Session Meeting Minutes of October 24, 2025
3. Workshop/Voting Meeting Minutes of November 4, 2025

Mrs. Chirls seconded the motion.

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

### **Public Comment**

There was no public comment.

## **RECOMMENDATIONS FOR APPROVAL**

### **PROGRAM/CURRICULUM**

Mrs. Chirls moved the following:

#### **1.1 Novels**

**Resolved**, that the Livingston Board of Education approves the novels as shown on **Attachment A**.

#### **1.2 Student Teacher Classroom Observations**

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

#### **1.3 Dual Enrollment Courses**

**Resolved**, that the Livingston Board of Education approves to offer the following Dual Enrollment courses in partnership with The College of New Jersey for the 2026–2027 academic year:

- Child and Adolescent Development
- Schooling and the American Dream
- Multicultural Children’s Literature
- Special Education and the Arts in the ELE/ECE Classrooms
- Multivariable Calculus

Mrs. Khemka seconded the motion.

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

### **STUDENT SERVICES**

Mrs. Khemka 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 three (3) Livingston students with disabilities, and for Extended School Year 2025 (Summer Programs) for one (1) Livingston student 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**.

#### **2.2 Related Services/Medical Consultants**

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

### **HOME INSTRUCTION**

LearnWell	\$63.00/hour
New Chapter Youth Recovery	\$60.00/hour

Mrs. Chirls seconded the motion.

**ROLL CALL VOTE:** Ayes - Mrs. Chirls, Mrs. Gong, Mrs. Khemka, Mrs. Yelisevich, Mr. Cohen

Nayes - None

**BUSINESS**

Mrs. Khemka 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 113594-113966)	\$14,077,455.60
20	Operating Budget (checks 113594-113966)	\$154,840.35
60	Cafeteria (checks 60171-60174)	\$332,862.14
	<b>TOTAL</b>	\$14,565,158.09

**3.2 Board Secretary Report – October 2025**

**Whereas**, the Livingston Board of Education has received the Report of the Board Secretary for October 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 October 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	\$14,933,284.70	\$115,345,200.75	\$6,176,789.58
(11) Current Expense			
(12) Capital Outlay			
(20) Special Revenue Fund	\$407,653.49	\$2,919,681.00	\$4,523.88
(30) Capital Projects Fund	\$999,773.24	\$2,270,800.00	\$952,828.81
(40) Debt Service Fund	(\$6,687,999.87)	\$7,344,550.00	(\$915,106.20)
Total:	\$9,652,711.56	\$127,880,231.75	\$6,219,036.07

**Whereas**, pursuant to N.J.A.C. 6A:23A-16.10(c3), the Board Secretary has certified that as of October 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 Transfers**

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

### **3.4 Conferences and Overnight Trips**

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

### **3.5 Law Enforcement Units for the Public Schools of Livingston Township for the 2025/2026 School Year**

**Whereas**, the safety and security of the students, staff, and visitors of the Livingston Public Schools is a primary concern; and

**Whereas**, the staff and faculty of the Livingston Public Schools' Administration must communicate specific information to law enforcement; and

**Whereas**, law enforcement agencies require specific information to maintain public safety; and

**Whereas**, the Livingston Board of Education must comply with the Family Educational Rights and Privacy Act (FERPA); and

**Whereas**, to comply with FERPA while working with law enforcement and in accordance with Section 2.4 of the Uniform State Memorandum of Agreement Between Education and Law Enforcement Officials, the Superintendent of Schools established a Law Enforcement Unit within the District.

**Now, Therefore, Be It Resolved:** that upon the recommendation of the Superintendent of Schools, the Livingston Board of Education confirms the revised Law Enforcement Unit list, consisting of the following members for the 2025/2026 school year:

- Superintendent of Schools
- Assistant Superintendents of Schools
- School Security Specialist
- Director of Technology
- Manager of Technology
- Network Administrator

- Systems Administrator
- Principals
- Assistant Principals

**3.6 Update to Financial Depositories and Signatures**

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

<b>Somerset Regal Bank</b>		
<b>Account Title and Number</b>	<b>Signature(s)</b>	
Mount Pleasant Middle School School Account 0108010554	Bronawyn O’Leary Courtney Ferraro Gina Covello Jessica Rapp	<i>Any 2</i>

**3.7 Joint Transportation Agreements with Morris-Union Jointure Commission**

**Resolved**, that the Livingston Board of Education approves the contract with Morris-Union Jointure Commission to provide transportation for the 2025-2026 school year for the following:

Route 943	\$116,528
Route 980	\$49,470.90
Route 991	\$20,000

**Resolved**, that the Livingston Board of Education approves the contract with Morris-Union Jointure Commission to provide 2025 extended school year transportation services for the following:

Route 908	\$7,669.02
Route 918	\$8,020.40
Route 943	\$17,396.70
Route 949	\$13,080.92
Route 980	\$8,318.40

**3.8 Essex Regional Educational Services Commission**

**Resolved**, that the Livingston Board of Education renews its contract with the Essex Regional Educational Services Commission for the 2025-2026 school year to provide the Home Instruction Services as required by law.

**3.9 Comprehensive Maintenance Plan**

**Resolved**, that the Livingston Board of Education approves the submission of the district’s Comprehensive Maintenance Plan for the 2025-2026 school year to the Essex County Superintendent.

**3.10 Health and Safety Checklist**

**Resolved**, that the Livingston Board of Education approves the submission of the Health and Safety Evaluation of School Buildings Checklist for the 2025-2026 school year to the Essex County Superintendent.

**3.11 Award of Lease Purchase Agreement**

**Resolved**, that the Livingston Board of Education approves the Lease Purchase agreement with TD Equipment Finance, Inc., NJ for financing of certain technology equipment hardware including, but not limited to, switches, computers, laptops firewalls, portable personal devices, smart boards, AV equipment, TV studio equipment, and other similar and related equipment.

**3.12 Bylaws, Policies & Regulations**

**Resolved**, that the Livingston Board of Education approves the following Bylaws for first reading:

- Bylaw #0120 - Authority and Powers (new to district)
- Bylaw #0132 - Executive Authority (with revisions)
- Bylaw #0143 - Board Member Election and Appointment (with revisions)
- Bylaw #0171 - Duties of Board President and Vice President (new to district)

Mrs. Chirls seconded the motion.

**ROLL CALL VOTE:** Ayes - Mrs. Chirls (abstain check #113838), Mrs. Gong, Mrs. Khemka, Mrs. Yelisevich, Mr. Cohen  
Nayes - None

**PERSONNEL**

Mrs. Khemka 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>Sandra Lemos</i>	35-Hr Bus Driver	Resignation	Transportation	NA

*\*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
Nikola Poposki	LHS	TOSD	1/28/2026-2/20/2026**	2/23/2026-5/6/2026**	NA	5/7/2026
Kimberly Hillman	Hillside	TA - ERI	10/30/2025-11/13/2025(.5)	NA	11/13/2025(.5)-11/28/2025	12/1/2025
Kathryn Picardo	LHS	Teacher of Social Studies	NA	NA	1/20/2026-1/1/2027	1/4/2027
Emily DeStefano*	HMS	SAC	6/2/2025-6/30/2025 & 8/25/2025-9/8/2025**	9/9/2025-11/14/2025**	11/17/2025-6/30/2026	8/26/2026
Jacqueline Femia*	BHE	Teacher of Health & PE	10/13/2025-12/16/2025	12/17/2025-3/18/2026**	3/19/2026-4/10/2026	4/13/2026
Leopoldo Caraballo	Hillside	Teacher of Health & PE	11/24/2025-12/12/2025**	NA	NA	12/15/2025

\*as amended from a previous agenda

\*\*Designates time counted toward NJFLA/FMLA

## 4.3 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
Melandie Eliscat*	HMS	School Social Worker	Leave Replacement	E. DeStefano	MA	1	\$64,568	8/25/2025
Ghulam Joyo	Central Office	IT Support Specialist	Leave Replacement	M. Mongioj	NA	NA	\$20/hr	11/17/2025-TBD
Jagriti Vyas	LHS	Speech Language Specialist	First Year Tenure Track	L. Butera	2MA	15	\$107,100 (prorated)	1/20/2026
Claudia Soto Palacios	Transportation	35-Hour Bus Driver	NA	NA	35 HR BD	9	\$41,014 (prorated)	11/17/2025
Mary Ann Murphy	BHE	Playground Aide	NA	NA	NA	NA	\$18/hr	11/17/2025

\*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**.

#### **4.4 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:

##### **Teachers**

*Robert Barra*  
*Bindiya Patel*  
*Joseph DeCicco*

##### **Custodial**

*Khalid Battle (\$18.50/hr)*

#### **4.5 Stipends**

**Resolved**, that the Livingston Board of Education approves *Rosalina Ortiz* for the Lead Bus Driver stipend in the amount of \$3,000 (prorated), effective December 1, 2025.

**Resolved**, that the Livingston Board of Education approves the individuals on **Attachment G** for athletic stipends at Livingston High School for the 2025-2026 school year in accordance with the contract between the LBOE and the LEA.

#### **4.6 Job Descriptions**

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

*Assistant Principal - Middle School*  
*Learning Disabilities Teacher Consultant (LDT-C)*

Mrs. Chirls seconded the motion.

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

##### **Old Business**

There was no old business.

##### **New Business**

There was no new business.

**ADJOURNMENT**

At 7:38 p.m., Mrs. Khemka made a motion to adjourn the meeting.

Mrs. Chirls seconded the motion.

Vote all in favor.

**Respectfully submitted,**



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

November 18, 2025

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