



LIVINGSTON BOARD OF EDUCATION REORGANIZATION MEETING MINUTES

Tuesday, January 6, 2026

Executive Session - Administration Building - 6:15 - 6:30 p.m.

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

A **Reorganization Meeting** of the Livingston Board of Education was held on this date in the large conference room in the Administration Building and via a Facebook livestream. The meeting was called to order at 6:15 p.m. by Jessica Rapp, Business Administrator/Board Secretary, who announced that adequate notice of this meeting has been provided by amendment to notice approved at the Board's reorganization meeting on January 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, Susan Burman and Joann Goldberg

Mrs. Chirls 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.

Mr. Cohen seconded the motion.

Vote all in favor.

At 7:00 p.m., Mrs. Rapp reconvened the meeting.

Mrs. Rapp read the election results:

Election Results – November 4, 2025

(Officially certified by the Board of Elections)

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

Seth Cohen 8,747

Parul Khemka 6,809

Swearing in of New Board Members

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

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

Election of President

Mrs. Rapp called for nominations for the position of President of the Board.

Mrs. Chirls nominated Mrs. Khemka.

Mr. Cohen seconded the nomination.

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

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

Board President Takes Chair

Mrs. Khemka took the chair as President.

Election of Vice President

Mrs. Khemka called for nominations for the position of Vice President of the Board.

Mr. Cohen nominated Mrs. Chirls.

Mrs. Gong seconded the nomination.

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

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

Mrs. Khemka made a statement thanking those in the room and online, all former Board of Education members, family and friends, the staff (LEA, LSA, LAA) and community for their support and guidance. Mrs. Khemka thanked the Mayor, Deputy Mayor and Town Council members for their partnership and collaboration. Mrs. Khemka thanked Barry Lewis, the police, fire, first aid, public works, recreation department, DPW and public safety teams for their partnerships and helping keep our students safe and engaged. Mrs. Khemka recognized Dr. Fishbein for his leadership and thanked each of the board members for their commitment to excellence as they continue to work

toward certified board member status this year. Mrs. Khemka's full speech can be listened to online.

Superintendent's Report

Dr. Fishbein wished everyone a healthy and Happy New Year and congratulated Mr. Cohen and Mrs. Khemka on their reelection and Mrs. Khemka and Mrs. Chirls on their positions as President and Vice President this year.

Board Member Code of Ethics

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

Public Comment

Melissa DeAngelus, President of the LEA, offered her congratulations to Mrs. Khemka and Mr. Cohen, adding that she looks forward to working with them.

Jean Stoloff, asked about the budget and finances. It was suggested that she contact Dr. Fishbein with her questions.

Mrs. Chirls moved the following:

Rules for School Governance

Resolved, the Livingston Board of Education adopts all bylaws, policies and regulations in effect on January 6, 2026 in compliance with N.J.S.A. 18A:11-1.

Mr. Cohen seconded the motion.

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

Mr. Cohen moved Items N through T, Resolution 3.4:

Curricula and Textbooks

Resolved, that the Livingston Board of Education adopts all curricula and textbooks of record on January 6, 2026 in compliance with N.J.S.A. 18A:33-1 and 34.1.

Bylaws, Policies & Regulations

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

Job Descriptions

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

Official Newspapers/Media Outlets

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

Financial Depositories and Signatures

Whereas, Parul Khemka has been elected president and Pamela Chirls has been elected vice president of the Board of Education; and

Whereas, Jessica Rapp has been appointed Secretary of the Board; and

Whereas, Jessica Rapp has been appointed Treasurer of School Monies; and now therefore be it

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:

Somerset Regal Bank		
Account Title and Number	Signature(s)	
BOE School District of Livingston General Account 0108010471	Board President and Jessica Rapp and Dr. Daniel Fishbein	
BOE School District of Livingston Referendum 0108010505	Board President and Jessica Rapp and Dr. Daniel Fishbein	
Livingston Board of Education Payroll Account 0108010463	Board President and Jessica Rapp	
Livingston Board of Education Payroll Agency Account 0108010414	Board President and Jessica Rapp	
Burnet Hill Elementary School School Account 0108010547	Dr. Lisa Sama-Barreto Jessica Byrne Jessica Rapp	<i>Any 2</i>
Collins Elementary School School Account 0108010562	Michelle Cebula Stefanie Lichtstein Jessica Rapp	<i>Any 2</i>
Harrison Elementary School School Account 0108010539	Daniel Garcia Patricia Fernandez Jessica Rapp	<i>Any 2</i>
Hillside Elementary School School Account 0108010570	Dr. Carlos Gramata Gina Ioviero Jessica Rapp	<i>Any 2</i>
Mount Pleasant Elementary School School Account 0108010521	Dr. Lorena Dolan Gail Witt Jessica Rapp	<i>Any 2</i>
Riker Hill Elementary School School Account 0108010612	Brooke Benavides Deborah Paoella Michelle Distasio Jessica Rapp	<i>Any 2</i>

Mount Pleasant Middle School School Account 0108010554	Bronawyn O'Leary Courtney Ferraro Gina Covello Jessica Rapp	<i>Any 2</i>
Heritage Middle School School Account 0108010513	Shawn Kelly Andrew Espinoza Charles Raphael Christina Woytas Jessica Rapp	<i>Any 2</i>
Livingston High School Activity Account 0108010588	Amro Mohammed Laura DeNicola Dr. Mary K. Pretto Marie Battist-Rock Jessica Rapp	<i>Any 2</i>
Livingston High School Athletic Account 0108010604	Amro Mohammed Laura DeNicola Dr. Mary K. Pretto Marie Battist-Rock David Cohen Jessica Rapp	<i>Any 2</i>
Livingston High School Special Account 0108010596	Amro Mohammed Laura DeNicola Dr. Mary K. Pretto Marie Battist-Rock Jessica Rapp	<i>Any 2</i>
Livingston Board of Education Board Secretary's Petty Cash 0108010489	Dr. Daniel Fishbein Jessica Rapp Kylie McGlew	<i>Any 2</i>
Livingston Board of Education Capital Reserve Fund Account 0108010448	Wire Transfers to other Board of Education Accounts Only Jessica Rapp or Kylie McGlew	
Livingston Board of Education Unemployment Trust Fund Account 0108010455	Wire Transfers to other Board of Education Accounts Only Jessica Rapp or Kylie McGlew	
Livingston Board of Education Cafeteria 0108010430	Wire Transfers to other Board of Education Accounts Only Jessica Rapp or Kylie McGlew	
Livingston Board of Education Summer Pay 0208020752	Wire Transfers to other Board of Education Accounts Only Jessica Rapp or Kylie McGlew or Sean Smith	

Livingston Board of Education FSA 0108010422	Wire Transfers to other Board of Education Accounts Only Jessica Rapp or Kylie McGlew or Sean Smith
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Establishment of Annual Public Meeting Calendar

Resolved, the Livingston Board of Education approves the following annual public meeting calendar and executive session meeting calendar for 2026:

January, 2026		July, 2026	
6	<i>Reorganization</i>	14	<i>Voting</i>
20	<i>Voting</i>		
		August, 2026	
		11	<i>Voting</i>
February, 2026		September, 2026	
3	<i>Workshop</i>	8	<i>Workshop</i>
10	<i>Voting</i>	29	<i>Voting</i>
March, 2026		October, 2026	
3	<i>Workshop</i>	13	<i>Workshop/Voting (Wed)</i>
17	<i>Voting</i>		
April, 2026		November, 2026	
7	<i>Workshop</i>	10	<i>Workshop</i>
28	<i>Public Hearing/Voting</i>	17	<i>Voting</i>
May, 2026		December, 2026	
5	<i>Exec Session on Personnel</i>	8	<i>Voting</i>
12	<i>Workshop/Voting @ LHS</i>		
26	<i>Voting</i>	January, 2027	
		5	<i>Reorganization</i>
June, 2026			
9	<i>Workshop @ LHS</i>		
16	<i>Voting</i>		

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

BUSINESS

3.1 Purchasing - Business Administrator/Board Secretary

Resolved, that the Livingston Board of Education approves the resolution as follows:

Whereas, N.J.S.A. 18A:18A-2 provides that a Board of Education shall assign the authority, responsibility and accountability for the purchasing activity of the Board of Education to a person or

persons who shall have the power to prepare advertisements, to advertise for and receive bids and to award contracts as permitted by this chapter, and

Whereas, N.J.S.A. 18A-18A-3 provides that contracts, awarded by the purchasing agent that do not exceed in the aggregate in a contract year the bid threshold (currently \$53,000), may be awarded by the purchasing agent without advertising for bids when so authorized by Board resolution, and

Whereas, N.J.S.A. 18A-18A-37c provides that all contracts that are in the aggregate less than 15% of the bid threshold (currently \$7,950) may be awarded by the purchasing agent without soliciting competitive quotations if so authorized by Board resolution, and

Now, Therefore Be It Resolved that the Livingston Board of Education, pursuant to the statutes cited above, hereby appoints Jessica Rapp, Business Administrator/Board Secretary, as its duly authorized purchasing agent and is duly assigned the authority, responsibility and accountability for the purchasing activity effective for the period January 6, 2026 through to the date of the 2027 Reorganization Meeting, and

Be It Further Resolved, that Jessica Rapp, as purchasing agent, is authorized to process payments as necessary as part of regular District operations, to be ratified at the subsequent regular public meetings of the Board of Education, and

Be It Further Resolved, that Jessica Rapp is hereby authorized to award contracts on behalf of the Livingston Board of Education that are in the aggregate less than 15% of the Bid threshold (currently \$7,950) without soliciting competitive quotations, and

Be It Further Resolved, that Jessica Rapp is hereby authorized to seek competitive quotations, when applicable and practicable, when contracts in the aggregate exceed 15% of the bid threshold (currently \$7,950) but less than the bid threshold of \$53,000.

3.2 Purchasing - Assistant Business Administrator

Resolved, that the Livingston Board of Education approves the resolution as follows:

Whereas, N.J.S.A. 18A:18A-2 provides that a Board of Education shall assign the authority, responsibility and accountability for the purchasing activity of the Board of Education to a person or persons who shall have the power to prepare advertisements, to advertise for and receive bids and to award contracts as permitted by this chapter, and

Whereas, N.J.S.A. 18A-18A-3 provides that contracts, awarded by the purchasing agent that do not exceed in the aggregate in a contract year the bid threshold (currently \$53,000), may be awarded by the purchasing agent without advertising for bids when so authorized by Board resolution, and

Whereas, N.J.S.A. 18A-18A-37c provides that all contracts that are in the aggregate less than 15% of the bid threshold (currently \$7,950) may be awarded by the purchasing agent without soliciting competitive quotations if so authorized by Board resolution, and

Now, Therefore Be It Resolved that the Livingston Board of Education, pursuant to the statutes cited above, hereby appoints Kylie McGlew, Assistant Business Administrator, as its duly authorized purchasing agent *pro tem*, in the event that Jessica Rapp, Business Administrator/Board Secretary, is unavailable, and is duly assigned the authority, responsibility and accountability for the purchasing activity of the Livingston Board of Education effective for the period January 6, 2026 through to the date of the 2027 Reorganization Meeting, and

Be It Further Resolved, that Kylie McGlew, as *pro tem* purchasing agent, is authorized to process payments as necessary as part of regular District operations, to be ratified at the subsequent regular public meetings of the Board of Education, and

Be It Further Resolved, that Kylie McGlew is hereby authorized to award contracts on behalf of the Livingston Board of Education that are in the aggregate less than 15% of the Bid threshold (currently \$7,950) without soliciting competitive quotations, and

Be It Further Resolved, that Kylie McGlew is hereby authorized to seek competitive quotations, when applicable and practicable, when contracts in the aggregate exceed 15% of the bid threshold (currently \$7,950) but less than the bid threshold of \$53,000.

3.3 Cooperative Purchasing

Resolved, that the Livingston Board of Education authorizes the Business Administrator/Board Secretary to jointly, by agreement, provide goods and services with other boards of education; and to seek sealed bids, from any and all education cooperative pricing systems, county contract and/or state contract for all goods and/or services required during the period of January 6, 2026 through to the date of the 2027 Reorganization Meeting. Date, receipt and advertisement of bids to be determined by the Business Administrator/Board Secretary. The list includes but is not limited to the following:

Educational Data Services Inc.
Educational Services Commission of New Jersey
Hunterdon County Educational Services Commission
Interloc Purchasing System (TIPS)
Mercer County Special Services School District
Morris County Cooperative Pricing Council
NJ Division of Purchase and Property (NJ START State Contract)
OMNIA Partners, Public Sector, Inc.
Passaic Valley Sewerage Commission
Public Sector Technology Bidding and Purchasing Program
Sourcewell/Cooperative Purchasing Advantages

3.4 Board Member Assignments

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

Mrs. Gong seconded the motion.

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

Mr. Cohen seconded the motion.

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

Old Business

There was no old business.

New Business

There was no new business.

Adjournment

At 7:25 p.m., Mrs. Khemka asked for a motion to adjourn to Executive Session to discuss personnel. No action will be taken and the board will not be coming back into public session.

Mrs. Chirls moved the following:

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 January 6, 2026 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.

Mr. Cohen seconded the motion.

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

Respectfully submitted,



Jessica Rapp
Board Secretary

January 6, 2026

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