



LIVINGSTON BOARD OF EDUCATION VOTING MEETING MINUTES

December 9, 2025

Executive Session - LHS Large Conference Room - 6:30 p.m.
Public Session - Livingston High School Auditorium - 7:00 p.m.

A **Voting Meeting** of the Livingston Board of Education was held on this date in the Livingston High School Auditorium and via a Facebook livestream. The meeting was called to order at 6:30 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, 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. 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:

- personnel, 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 30 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 7:00 p.m., Mr. Cohen reconvened the public meeting.

Superintendent's Report

Dr. Fishbein provided an update on the superintendent search, explaining the posting opened on November 5 and we collected resumes through November 26. We have 29 people who officially submitted resumes, have reviewed them all and will start conducting screening interviews this week. Additional interview rounds will be held in early to mid January and we hope to make a recommendation during one of our February meetings for a July 1 start date.

Girls Soccer Varsity Group IV State Champions

Coach Brian Carr congratulated the girls varsity soccer team for their tenacity and teamwork leading them to their State Championship win. The team consists of: Maya Ray, Ayla Sherman, Zoe Rappaport, Siri Reddy, Deandra Kurti, Riley Cullen, Chloe Wright, Sophia Botea, Sienna Goldstein, Hunter Lantzman, Stella DiFrancisco, Gabriella DeOliveira, Reese Manoff, Izzy Kilelee, Olivia Hans, Mariella Favel, Ariana Levitskiy, Daisy Cheng, Emily Fernandes, Zoe Nightingale, Victoria Qin, Dina Bojkovic, Casey Conklin, Arielle Stein, Olivia Giordano, Marissa Solomon and Aubrey Cheung.

On behalf of the Board, Mr. Cohen congratulated the team.

National Merit Semi-Finalists Recognition Ceremony

In honor of the achievement of these students to receive the distinction of National Merit Semi-Finalists, they are given an opportunity to recognize an educator, active or retired, from grades K-12 in Livingston who supported, influenced, inspired and/or made a difference in their lives. Mr. Mohammed introduced the students, who purchased the following books to present:

- Veer Agarwal recognized Ms. Jordan Virgil with *And the Mountains Echoed*
- Rohit Azhagu recognized Mrs. Soukeyna Diop-Tall with *Refugee*
- Hasset Belachew recognized Mrs. Soukeyna Diop-Tall with *Le grand Meaulnes*
- Abhimaan Chandan recognized Mr. Dan King with *Death Note Black Edition*
- Hyoungeun (Grace) Cho recognized Mrs. Jenna McCarthy with *Alice in Wonderland*
- Kayla Fang recognized Mr. Brett Bisconti with *The Radium Girls*
- Lev Kognaov recognized Mr. William Peklo with *What If?: Serious Scientific Answers to Absurd Hypothetical Questions*
- Saanvi Kulkarni recognized Mr. Alex Lamon with *The Road to Freedom, Economics and the Good Society*
- Gwen Misthal recognized Mrs. Diane Sigalas with *Jurassic Park*
- Antara Nayak recognized Mr. Paul Raiz with *Educated*
- Tvisha Reikhy recognized Mr. Michael Coleman with *Chemistry for Breakfast*
- Aayan Shah recognized Ms. Cheryl Coursen with *Fahrenheit 451*
- Emily Shu recognized Ms. Maureen Biss with *The Secret Garden*
- Anirudh Srivastava recognized Mr. Dan Brill with *"Surely You're Joking, Mr. Feynman!"*
- Jaden Tang recognized Dr. Heather Yaros-Ramos with *Anxious People*
- Roger Zhang recognized Dr. Anatoly Fonarev with *The Way Things Work*
- Egor Tolstenkov recognized Mrs. Tracey Dunleavy with *"Surely You're Joking, Mr. Feynman!"*

Annual Comprehensive Financial Report

Mr. Scott Clelland from PKF O'Connor Davies presented the Annual Comprehensive Financial Report for the year ending June 30, 2025.

Mr. Clelland explained the district has received an unmodified opinion, which is a clean opinion, meaning everything is in order on our financial statements. Financial Statement highlights include a fund balance in excess of 2% in the amount of \$0.00; capital reserve funds of December 9, 2025

\$6,888,443, which are down from the prior year; a maintenance reserve of \$1,000,000, which is an increase from last year; and an emergency reserve of \$837,556.

Mr. Clelland reviewed some of the findings in the audit and Mrs. Rapp explained the actions we have taken to rectify them as well as procedures that have been put in place so they don't happen again.

The findings include: a) Spending funds for a lease that was not implemented, which caused overexpending various individual line items. The overall budget was not overexpended. Mrs. Rapp has entered into a capital lease for the current budget year and will continue to do so after the budget is approved in May of each year. b) There was inaccurate accounting of the payroll agency account and certain amounts not remitted to the IRS on time. These reconciling items occurred due to turnover in the payroll position. The items were addressed in a timely manner to avoid potential penalties. Mrs. Rapp will ensure that the accounts are reconciled on a monthly basis and that everything continues to be remitted in a timely manner. c) Receipts were not always deposited timely by the schools for student activity accounts. Mrs. Rapp is sending a memo to the appropriate staff tomorrow outlining specific procedures to be followed so that we don't have this issue going forward. d) Issue with the athletic account bank reconciliation. Mrs. Rapp will review the checks on an annual basis to determine if outstanding checks need to be reissued or cancelled. e) The capital asset records were not updated. Mrs. Rapp has identified internal control procedures to record or delete capital assets and will make sure it is done on a regular basis.

These items will be addressed through the Corrective Action Plan that is being approved later on this agenda.

The presentation is available on our website.

New LPS Course Offerings

Mr. Stern began by explaining the title change and redesign of Transportation & Automotive Systems and Auto Mechanics to Energy, Power & Transportation 1 and 2, respectively. There is also the elimination of the Sustainability Science Pathway and Web Design. Mr. Stern explained the reimagining of 6th Grade Math C into 6th Grade Math B Lab, the continuation of our Grade 3 95 Phonics Core Program, Math in Focus in Grade 8, a new AP Business with Personal Finance course and Ceramics 3. Mr. Stern also reviewed our TCNJ Partnership for Teaching and Learning Pathway at LHS which will include four dual enrollment option courses for our LHS students.

The full presentation is posted on our website.

Board Reports

Mr. Cohen explained the district is in the final steps of acquiring Monmouth Court Campus. The land subdivision has been completed and we are awaiting the conveyance. The official sale should happen in early 2026.

Student Representative's Report

Mr. Klein congratulated the Girls Varsity Soccer Team and the National Merit Semi-Finalists. Mr. Klein joined the Culture and Climate Committee where they discuss the culture and climate in and around the school and are currently working on plans for an upcoming multicultural night.

Approval of Minutes

Mrs. Chirls moved the following:

1. Voting Meeting Minutes of November 18, 2025
2. Special Workshop Meeting Minutes of November 25, 2025
3. Public Opening of Executive Session Meeting Minutes of December 1, 2025
4. Executive Session Meeting Minutes of September 30, 2025; October 15, 2025; October 24, 2025; November 4, 2025; November 18, 2025 and December 1, 2025

Mrs. Khemka seconded the motion.

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

Public Comment

Eliana Kaplan, a sophomore at LHS, suggested the district consider bringing a peer mentoring program to the schools to foster inclusion, build confidence and offer guidance to one another.

Ilanit Kaplan, is a dyslexia specialist and special education teacher, spoke about the importance of peer connections for students with disabilities and how matching students with similar experiences creates positive impacts for all.

RECOMMENDATIONS FOR APPROVAL

PROGRAM/CURRICULUM

Mrs. Chirls moved the following:

1.1 Administrative Observations and Student Teacher Assignment

Resolved, that the Livingston Board of Education approves the administrative observations and student teaching assignment 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 one (1) Livingston student 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 The MediCentral

Resolved, that the Livingston Board of Education approves the agreement with The MediCentral to provide drug screenings to students and staff in the district from December 1, 2025 to June 30, 2026 at the following rates:

Drug Screen Ten Panel / Alcohol:	\$50.00
Drug And Alcohol Confirmation:	\$25.00
Student Physical Assessment Done with Drug Screens:	\$125.00

Mrs. Khemka 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.

<u>Fund</u>	<u>Name</u>	<u>Amount</u>
10,11,12	Operating Budget (checks 113967-114218)	\$9,824,466.62
20	Operating Budget (checks 113967-114218)	\$128,642.14
60	Cafeteria (checks 60175-60177)	\$220,233.46
	TOTAL	\$10,173,342.22

3.2 Transfers

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

3.3 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, Christopher Wagner, Jacob Bernstein, Maureen Weakley, Claudia Netti and Kristina Duda* and ten parent volunteers (*Barbara Scarpa Pinkham, Christopher Pinkham, Gennia Yosifovich, Chad Dinzes, Susan Lugashi, Inga Cohen, Liati Hai, Jeff Arons, Brian Spector, Boris Kizhner, Vaishali Patil and Tejas Jois*) 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.

3.4 Speech and Debate Tournaments

Resolved, that the Livingston Board of Education approves LHS students to utilize the name of Livingston High School solely for the purpose of registering and participating in out-of-season debate competitions. The Board of Education recognizes that these external competitions require participants to register under the name of their affiliated high school, thus requiring the use of the LHS name for student participation. Furthermore, the parents of participating students shall be solely responsible for all aspects of participation, including, but not limited to, chaperoning and supervising students, transportation to and from all events, and payment of all required registration and entry fees.

3.5 Annual Comprehensive Financial Report - Corrective Action Plan

Resolved, that the Livingston Board of Education approves the Corrective Action Plan for the recommendations included in the Annual Comprehensive Financial Report and accepts the June 30, 2025 audit report.

3.6 Board Budget Calendar

Resolved, that the Livingston Board of Education approves the board budget calendar for the 2026-2027 budget year as shown on **Attachment F**.

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 2025 extended school year transportation services for the following:

Route 983	\$9,905.70
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3.8 Bylaws, Policies and Regulations

Resolved, that the Livingston Board of Education has reviewed the following policy and has determined that it does not need any revisions at this time.

Policy #3270 - Professional Responsibilities

Resolved, that the Livingston Board of Education Approves the following policies for first reading:

Policy #2310 - Student Grouping (new to district)

Policy #2330 - Homework (new to district)

Policy #2415.02 - Title I - Fiscal Responsibilities (M) (with revisions)

Policy #2421 - Career and Technical Education (new to district)

Policy #2435 - NJSIAA Random Testing For Interscholastic Athletics (new to district)

Policy #2436 - Activity Participation Fee Program (new to district)

Policy #3233 - Political Activities (with revisions)

Policy #3324 - Right of Privacy (new to district)
 Policy #4125 - Employment of Support Staff Members (with revisions)
 Policy #4324 - Right of Privacy (new to district)
 Policy #5320 - Immunization (with revisions)

Resolved, that the Livingston Board of Education Approves the following bylaws, for second reading and adoption:

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)

Resolved, that the Livingston Board of Education waives Bylaw #0131 and approves the following policies for first reading and adoption:

Policy #2530 - Resource Materials (with revisions)
 Regulation #2530.1 - Media Center Selection Protocols (with revisions)
 Policy #2535 - Library Material (M) (new to district)
 Regulation #2535 - Library Material (M) (new to district)
 Policy #9130 - Public Complaints (with revisions)
 Regulation #9130 - Public Complaints (new to district)

Mrs. Chirls seconded the motion.

ROLL CALL VOTE: Ayes - Mrs. Chirls, Mrs. Gong, Mrs. Khemka, Mrs. Yelisevich, Mr. Cohen
 Abstain - Mrs. Chirls (checks #114129 and 114006 only)
 Naves - None

PERSONNEL

Mrs. Chirls moved 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>Michele Matten</i>	Teacher of Music	Retirement	Harrison/Hillside	June 30, 2026
<i>Anatoly Fonarev</i>	Teacher of Physics	Retirement	LHS	June 30, 2026
<i>Coleen Caulfield</i>	Library Media Specialist	Retirement	Harrison	June 30, 2026
<i>Pearl Bowman</i>	Campus Aide	Retirement	Collins	June 30, 2026
<i>Elysa Ruderman</i>	Life Skills TA	Resignation	LHS	December 31, 2025
<i>Freddie Ruth, Jr.</i>	Job Coach	Resignation	LHS	December 31, 2025

Wulin Fu	Teacher of Chemistry	Resignation	LHS	December 31, 2025
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**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
Ann Marie Mansfield	RHE	Kindergarten Aide	NA	NA	12/1/2025-2/27/2026	3/2/2026
Jamal Chavis	BHE	ABA TA	11/24/2025-12/9/2025	NA	12/10/2025-12/12/2025	12/15/2025
Johanna Frye	LHS	Teacher of Biology	5/4/2026-6/30/2026	8/26/2026-11/18/2026**	NA	11/19/2026

**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
Stephanie Fowler	MPMS	LDT-C	First Year Tenure Track	E. Saladino	MA	10**	\$79,368 (prorated)	2/9/2026

**as amended from a previous agenda*

***step will remain the same for the 2026-27 SY*

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:

Teachers

- Roma Bajaj
- Shahri Griffin
- Christopher Wagner
- Catherine Droggitis
- Lana Israel
- Lauren Peacock

Resolved, that the Livingston Board of Education approve the appointment of the individual(s) listed below to serve as long-term substitutes as reflected below:

Name	Location	Title	Leave Replacement or Long Term Sub	Replacing	Salary	Effective Date
<i>Jodi Shalom</i>	BHE	Reading Specialist	Long Term Sub	L. Palazzo	\$351/day	12/16/2025-1/30/2026
<i>Susan Spadafina</i>	LHS	Teacher of Chemistry	Long Term Sub	W. Fu	\$263/day	12/22/2025-6/18/2026

4.6 Extra Period Assignments

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

4.7 Contract Adjustments

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

4.8 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.

4.9 ESEA Title III Immigrant Grant

Resolved, the Livingston Board of Education approves the individuals listed on **Attachment L** to be paid for work performed for the ELL Community Liaison Program, at the rate listed, not to exceed 40 hours total. These funds will be paid through the Title III - Immigrant Grant Funds (Account number: 20-242-100-100-1033-12).

4.10 Extra Work

Resolved, that the Livingston Board of Education approves the individuals on **Attachment M** to be paid as accompanists at the listed amount for the 2025-26 school year. These funds will be paid through Acct. #11-190-100-320-0001-83.

4.11 Job Descriptions

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

Assistant Principal - High School

Mrs. Khemka seconded the motion.

On behalf of the Board, Mr. Cohen wished all of the retirees well in their retirement.

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.

5.2 Suspension Report

Resolved, that the Livingston Board of Education approves the suspension report for the months of September, October, and November.

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

Mr. Cohen asked for a motion to go back into 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:

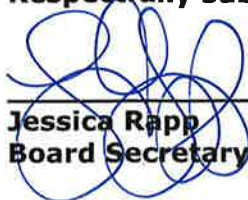
- (A) It does hereby determine that it is necessary to meet in executive session on December 9, 2025 to discuss the matters stipulated, in conformance with the subsections of said act which are indicated.
1. Matter rendered confidential by federal law, state statute or rule of court.
 2. Matter in which 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.

Mrs. Khemka seconded the motion.

Vote all in favor.

Respectfully submitted,



Jessica Rapp
Board Secretary

December 9, 2025