



LIVINGSTON BOARD OF EDUCATION VOTING MEETING MINUTES

Monday, May 24, 2021

Executive Session - Virtual Meeting via Zoom - 6:45 p.m.

Public Session - Virtual Meeting Via Zoom and Facebook Live – 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 Zoom and Facebook Live. The meeting was called to order at 6:45 p.m. by the Board President, Samantha Messer, who announced that adequate notice of this meeting has been provided by amendment to notice approved at the Board's reorganization meeting on January 4, 2021 and posted at the Board of Education office and communicated to *The Star Ledger*, *West Essex Tribune*, *TAPinto Livingston* and the Livingston Township Clerk.

Mrs. Konner 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

Action may be taken upon return to 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.

ROLL CALL VOTE - Ayes - Mrs. Chirls, Mr. Cohen, Mrs. Khanna, Mrs. Konner, Ms. Messer
Nayes - None

At 7:05 p.m., Ms. Messer reconvened the public meeting.

Members Present: Pamela Chirls, Seth Cohen, Vineeta Khanna, Ronnie Konner and Samantha Messer and Aditya Desai

Also in Attendance: Dr. Matthew Block, Steven Robinson, Lisa Capone-Steiger, Mark Stern, Susan Burman, Angelina Rodriguez and Joann Goldberg

There were approximately 36 members of the public and staff watching remotely through the webinar and a Facebook Live Stream.

Superintendent's Report

1. Math in Focus

Angelina Rodriguez, Supervisor of Mathematics Pre-K-6, provided an overview of how Math in Focus is being implemented in our kindergarten, first and second grade classrooms. Ms. Rodriguez explained key instructional strategies they are using which include concrete, pictorial, abstract; visualization; problem solving and heuristics. Ms. Rodriguez also explained the benchmarks teachers look for in students through different formative assessment opportunities, which are in addition to our regular summative assessments. Since Math in Focus is a new program that will continue to be rolled out through grades up to sixth, Ms. Rodriguez will continue to collect and formalize a warehouse of data to review and reflect upon so that we ensure students are progressing in their math skills. The full presentation is available on our website.

2. District Goals

Dr. Block provided an end of year update on the district goals. The full presentation, which includes details on the progress and status of each of the four focus areas, is available on our website.

Dr. Block announced that Juneteenth has been declared a state holiday in New Jersey and we plan to recognize and celebrate it in our schools. Dr. Block and the board will discuss how to include it in our calendar in future years.

3. Elementary Sections

Mr. Robinson reviewed projected class sizes as of May 12, 2021 and recommended hiring six additional teachers that will be funded through money set aside last year in emergency reserves. This money is already built into the budget in the event the board chooses to keep class sizes lower in the future.

Mr. Robinson continued that we were notified we will receive an additional stimulus grant that will be approximately \$900,000. Mr. Robinson and the administrative team will review the parameters that accompanied the grant and come back with a recommendation to the board on where to spend it.

Dr. Block explained an elementary comparison slide to show the number and percentage of sections greater than our guidelines over the past few years.

Mrs. Konner asked that we make sure to keep some wiggle room in each section to accommodate enrollments that come in over the summer.

Mrs. Chirls asked for an update on the secondary level enrollment at a future meeting.

4. Conference with Livingston Education Association

The board had their semi-annual conference with the Livingston Education Association Executive Board that is made up of Anthony Rosamilia, President; Jennifer Larsen, Vice President; Melissa DeAngelus, Treasurer; Lynn Schwartz, Secretary and Executive Liaison, Wendy Gelman.

Mr. Rosamilia began by explaining they are adding two people to their Executive Board next year and welcomed Lisa Bonvini as the Member at Large. They will also be filling a Member at Large, May 24, 2021

Special Concerns position with an elementary school teacher before the start of next school year. Mr. Rosamilia also thanked Lynn Schwartz, who is retiring, for her service and welcomed Martha Ackermann, as their new Secretary for next year.

Mr. Rosamilia's first topic were lessons learned from the pandemic. These include how we tapped into technology in new ways that shouldn't be discarded going forward, how social emotional learning is at the heart of what we do and how they worked collaboratively with the board and administration throughout the year.

Mrs. Larsen added how important it is to already have the social emotional component in place and is happy to see this is something the district will continue to focus on. Both Mrs. Larsen and Mr. Rosamilia added that the LEA believes in social emotional learning, wants it to be a success and looks forward to being a partner in those discussions.

Mr. Rosamilia concluded by thanking the board and administration for working collaboratively to get a new three year contract negotiated this year. Mr. Rosamilia continued by thanking his LEA members and support staff for all working together and learning to do their jobs in new ways with constant changes. Mr. Rosamilia also thanked the parents for all their support and the students for their selflessness.

Mr. Cohen and Mrs. Konner suggested Mr. Rosamilia use this as an opportunity to gather feedback from teachers on their experiences teaching over the past year.

Board Reports

Mr. Chirls and Mrs. Khanna thanked the high school for the great musical theater production that was held outdoors this week.

Approval of Minutes

Mr. Cohen moved the following:

1. Public Hearing on Budget/Voting Meeting Minutes of May 4, 2021
2. Public Portion of Executive Session Meeting Minutes of May 11, 2021
3. Workshop/Voting Meeting Minutes of May 13, 2021

Mrs. Khanna seconded the motion.

ROLL CALL VOTE - Ayes - Mrs. Chirls, Mr. Cohen, Mrs. Khanna, Mrs. Konner, Ms. Messer
Abstain - Ms. Messer on May 4, 2021 only
Nays - None

Public Input on Agenda Items ~ up to 15 minutes

Anthony Keys, 54 Old Road, hopes the district and board will consider commemorating Juneteenth in the schools in the future and reminded everyone that some of these issues still persist in the world today.

Ms. Messer responded it is certainly something they need to recognize and will discuss how to incorporate it into future calendars.

RECOMMENDATIONS FOR APPROVAL

PROGRAM/CURRICULUM

Mrs. Chirls moved the following:

1.1 Student Teachers

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

Mrs. Konner seconded the motion.

ROLL CALL VOTE - Ayes - Mrs. Chirls, Mr. Cohen, Mrs. Khanna, Mrs. Konner, Ms. Messer
Nayes - None

STUDENT SERVICES

There was no motion.

BUSINESS

Mr. Cohen 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.

Fund	Name	Amount
10&11	Regular	3,577,846.57
12	Regular	227,949.26
20	Regular	695,062.51
60	Cafeteria	397.60
	TOTAL	\$4,501,255.94

Regular Checks	1299-1300	4,500,858.34
Cafeteria	1284-1289	397.60
	TOTAL	\$4,501,255.94

3.2 Board Secretary Report – March 2021

Whereas, the Livingston Board of Education has received the Report of the Board Secretary for March 31, 2021, 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 March 31, 2021, 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	17,680,950		
(11) Current Expense		18,196,386	8,009,270
(12) Capital Outlay		102,925	1,978,235
(20) Special Revenue Fund	455,545		
(30) Capital Projects Fund	183,813		
(40) Debt Service Fund	145,962		
Total:	\$18,466,270	\$18,299,311	\$9,987,505

Whereas, pursuant to N.J.A.C. 6:20-212(d), the Board Secretary has certified that as of March 31, 2021, 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.6:20-2.13(d) 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 2020-2021 budget for March 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:

<u>Object</u>	<u>Description</u>	<u>To</u>	<u>From</u>
0100	Salaries		\$5,000
0241	Other Retirement Cont. Reg	\$84,185	
0270	Health Benefits		\$144,185
0330	Purchased Professional	\$15,000	
0590	Misc Purch Services		\$1,000
0600	Supplies and Materials	\$1,000	
0610	General Supplies	\$50,000	
	TOTALS	\$150,185	\$150,185

3.4 Safety Grant

Resolved, that the Livingston Board of Education approves the submission of a grant application for the 2021 Safety Grant Program through the New Jersey School Insurance Group's NJEIF Subfund for the purpose described in the application, in the amount of \$33,404 for a period July 1, 2021 to June 30, 2022.

3.5 Sale of SRECs

Resolved, that the Livingston Board of Education designates the Business Administrator/Board Secretary to act on behalf of the Board as the officer to sell and to award the Solar Renewable Energy Certificates (SRECs). The SRECs will be sold via a competitive auction through SREC Trade, San Francisco, California at no cost per SREC and the Business Administrator/Board Secretary shall report in writing the result of the sale to the Board.

3.6 Virtual Conferences and Overnight Trips

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

Resolved, that the Livingston Board of Education approves *Steven Robinson*, Business Administrator, to attend ASBO International's Annual Conference from October 12 to 16, 2021 in Milwaukee, Wisconsin, at a cost not to exceed \$2,700.

3.7 Resolution of the Board of Education of the Township of Livingston in the County of Essex, New Jersey Determining to Acquire and to Finance Equipment by Means of a Lease Purchase Financing in an Amount Not Exceeding \$1,500,000, Authorizing an Advertisement For Bids to Finance the Equipment 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 resolution for the acquisition of technology, two buses, three vans and various maintenance equipment as shown on **Attachment C**.

3.8 Annual Appointments

Resolved, that the Livingston Board of Education approves the following appointments for the 2021-2022 school year which are in effect until changed by resolution:

Board Secretary/SBA	Steven K. Robinson
Custodian of Records	Steven K. Robinson
OPRA Representative	Steven K. Robinson
Public Agency Compliance Officer (PACO)	Steven K. Robinson
Qualified Purchasing Agent	Steven K. Robinson
Treasurer	Steven K. Robinson
Assistant Board Secretary	Patricia Ramos
AHERA Coordinator	James Perrette
Integrated Pest Management Coordinator	James Perrette
Right to Know Officer	James Perrette
504 Compliance Officer	Lisa Capone-Steiger
Affirmative Action Officers	Lisa Capone-Steiger and Amro Mohammed
Anti-Bullying Coordinator	Lisa Capone-Steiger
Homeless Liaison	Sinead Crews
School Safety Specialist	Justin Toomey
Title IX Coordinator	Richard Porfido

Issuing Officer for Working Papers
Auditor of School District
Broker of Record
School Physician
Board Attorney

Lauren Mercer
Wiss & Company, LLP
IMAC Insurance Agency
Dr. Michael Kelly
Sciarrillo, Cornell, Merlino, McKeever
& Osborne, LLC
Machado Law Group, LLC
Jonathan Aronoff, Stu Bodow, Don Schwartz

Special Counsel
Livingston Public Broadcasting Executive Board

3.9 Joint Transportation Agreement with Essex Regional Educational Services Commission

Resolved, that the Livingston Board of Education approves entering into a jointure with Essex Regional Educational Services Commission for participation in transportation services for the 2021-2022 school year.

3.10 Bylaws, Policies & Regulations

Resolved, that the Livingston Board of Education approves the following Bylaws, Policies and Regulations for second reading and adoption:

Bylaws

Bylaw #0145 - Board Member Resignation and Removal (M) (with revisions)
Bylaw #0164.6 - Remote Public Board Meetings during a Declared Emergency (M) (new to district)

Administration

Policy #1643 - Family Leave (M) (new to district)

Students

Policy #5330.01 - Administration of Medical Cannabis (M) (with revisions)
Regulation #5330.01 - Administration of Medical Cannabis (M) (with revisions)

Property

Policy #7425 - Lead Testing of Water in Schools (M) (new to district)
Regulation #7425 - Lead Testing of Water in Schools (M) (new to district)

Mrs. Khanna seconded the motion.

ROLL CALL VOTE - Ayes - Mrs. Chirls, Mr. Cohen, Mrs. Khanna, Mrs. Konner, Ms. Messer
Nayes - None

PERSONNEL

Mrs. Konner moved the following:

4.1 Resignations

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

Name	Position	Reason	Location	Last Day of Employment
Sharon Miller	Instructional Aide	Retirement	LHS	June 30, 2021

<i>Elizabeth Sardinsky</i>	Instructional Aide	Resignation	MPMS	May 26, 2021
<i>Christina Ciotola</i>	Life Skills TA	Resignation	LHS	June 30, 2021
<i>Donna McGuigan</i>	Instructional Aide	Resignation	LHS	June 30, 2021

*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	Position	Location	LOA w/pay and benefits	LOA w/o pay, but with benefits (if applicable)	Extended LOA w/o pay or benefits	Return Date
<i>Erika Yersak*</i>	TOSD	Hillside	3/17/2021-5/31/2021	6/1/2021 - 10/13/2021**	10/14/2021-10/29/2021	11/1/2021
<i>Shelly Lipka</i>	OT	RHE	NA	NA	8/30/2021-6/30/2022	NA

*as amended from a previous agenda

**Designates time counted toward NJFLA/FMLA/FFCRA

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
<i>Jonathan Pfeiffer</i>	CO	Network Administrator	NA	L. See	NA	NA	\$110,000	7/1/2021
<i>Elizabeth Kirchoff</i>	HMS	Teacher of English	First Year Tenure Track	J. Geller	MA	7	\$65,692	8/30/2021
<i>Dr. Christina Piccirillo</i>	LHS	School Psychologist (LINKS)	First Year Tenure Track	T. Zampano	D	6	\$74,243	8/30/2021
<i>Jennifer Vernotica</i>	Collins	Elementary School Teacher	First Year Tenure Track	J. Shalom	MA	7	\$65,692	8/30/2021
<i>Briana Moghadamniya</i>	HMS	Teacher of English	Leave Replacement	C. Klee	BA	5	\$56,700	8/30/2021-12/31/2021
<i>Briana Moghadamniya</i>	HMS	Teacher of English	First Year Tenure Track	C. Klee	BA	5	\$56,700	1/1/2022
<i>Grace Ashforth</i>	LHS	Teacher of English	First Year Tenure Track	C. Mamangakis-Evans	MA+32	6	\$71,133	8/30/2021
<i>Allison Fedele</i>	Hillside	Elementary School Teacher	First Year Tenure Track	C. Ebnet	MA	1-2	\$61,884	8/30/2021
<i>Shawn Kellman*</i>	LHS	Night/Weekend Custodian	NA	M. Stewart (transfer)	C	2***	\$41,825 (pro-rated) plus \$975 for nights &	5/10/2021

							\$975 for weekends	
Myral Wendell	Harrison	Playground Aide	NA	NA	NA	NA	\$15.50/hr	5/18/2021

**as amended from a previous agenda*

4.4 Transfers

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

4.5 Substitutes

Resolved, that the Livingston Board of Education approves the individuals listed on **Attachment E** as 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 for that assignment.

4.6 Extra Work Pay

Resolved, that the Livingston Board of Education approves the following payments as listed on **Attachment F** for work performed.

4.7 Stipends

Resolved, that the Livingston Board of Education approves the individuals on **Attachment G** for co-curricular stipends at Livingston High School for the 2021-2022 school year in accordance with the contract between the LBOE and the LEA.

4.8 Extra Period Assignments

Resolved, that the Livingston Board of Education approves the individuals listed on **Attachment H** for extra period assignments during the 2020-2021 school year.

4.9 Summer Work

Resolved, that the Livingston Board of Education approves the individuals listed on **Attachment I** for Extended School Year (ESY) staffing at the listed hourly rates.

Resolved, that the Livingston Board of Education approves the individuals listed on **Attachment J** to work over the summer of 2021 at the Summer Intervention Program at the approved rate.

Resolved, that the Livingston Board of Education approves *Stuart Lukowiak* and *Lester Ambio* to work over the summer of 2021 as substitute security aides at Livingston High School at \$25.00 per hour.

Resolved, that the Livingston Board of Education approves *Margaret Wohltmann*, Teacher of Business Education, as the Cooperative Business Coordinator for the 2021-2022 school year. Ms. Wohltmann will be paid up to 10 days over the summer of 2021 at her per diem rate for said assignment and this pensionable amount will be paid over the payroll cycle for the 2021-2022 school year.

4.10 Contract Adjustments

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

Mr. Cohen seconded the motion.

ROLL CALL VOTE - Ayes - Mrs. Chirls, Mr. Cohen, Mrs. Khanna, Mrs. Konner, Ms. Messer
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.

Mr. Cohen seconded the motion.

ROLL CALL VOTE - Ayes - Mrs. Chirls, Mr. Cohen, Mrs. Khanna, Mrs. Konner, Ms. Messer
Nayes - None

Public Comment ~ up to 15 minutes

James Calderon, 130 Hobart Gap Road, stated he is supportive of increasing the size of the board.

Sophia Calderon, 130 Hobart Gap Road, is an 8th grader at Heritage Middle School and stated she is supportive of increasing the board with a second student representative from the middle school.

Old Business

There was no old business.

New Business

There was no new business.

ADJOURNMENT

At 9:10 p.m., Mrs. Khanna made a motion to adjourn the meeting.

Mrs. Chirls seconded the motion.

Respectfully submitted,

Steven K. Robinson
Board Secretary