



LIVINGSTON BOARD OF EDUCATION WORKSHOP/VOTING MEETING MINUTES

Monday, May 14, 2018

Executive Session - Administration Building Large Conference Room – 6:00 p.m.

Public Session – Administration Building Large Conference Room – 7:00 p.m.

A **Workshop/Voting Meeting** of the Livingston Board of Education was held on this date in the large conference room in the Administration Building. The meeting was called to order at 6:00 p.m. by the Board President, Pamela Chirls, who announced that adequate notice of this meeting had been provided by amendment to notice approved at the Board's reorganization meeting on January 4, 2016 and posted at the Board of Education office and communicated to *The Star Ledger*, *West Essex Tribune*, *The Alternative Press* and the Livingston Township Clerk.

Members Present: Charles "Buddy" August, Pamela Chirls, Ronnie Konner, Samantha Messer, George Shen and Evan Tong

Also in Attendance: Christina Steffner, Steven Robinson, Lisa Capone-Steiger, Susan Burman, Joann Goldberg and approximately 14 members of the public and staff

Mr. August 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 60 minutes and be it

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

Mrs. Konner seconded the motion.

Vote all in favor.

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

Burnet Hill fifth grade students led the Pledge of Allegiance.

Burnet Hill Student Presentation

Mrs. Sara Bright, Principal at Burnet Hill, introduced a group of fifth graders who performed a song for the board.

Superintendent's Report

1. Student Safety Data System Report (Report Period 1)

Mrs. Steffner explained this new report replaces the Violence and Vandalism report.

2. SEPAC

Dr. Blair Rosenthal, Director of Student Services explained the purpose and responsibility of the committee and that SEPAC works collaboratively with all special education parents and district staff in an advisory capacity. Dr. Rosenthal continued with an explanation of who serves on the committee, their two year commitment and how they continue the work of developing a vision and mission. Dr. Rosenthal discussed the programming at the elementary school schools this year.

Mr. Todd Mitchell, Supervisor of Student Services, discussed the programming at the secondary schools this year.

Mrs. Marnie McNany, a parent on the high school committee, asked to be on the record to thank the presenters and staff who attend the meetings. Mrs. McNany explained at the high school, SEPAC coordinated a high school walking tour for parents to see and hear about different aspects that fall under student services.

Mr. Mitchell concluded that the focus this year was on parent development and they will continue to expand on this as well as communication moving forward.

Board Reports

1. Curriculum Committee

Mrs. Konner explained the committee discussed the sharing of the plan for the 1:1 initiative at MPMS with parents, the curriculum standard operating procedure (SOP) and diversity training for all staff in the beginning of the year with two follow up sessions.

Mrs. Chirls asked what the next steps are for MPMS and what the plan is going forward now that they have the inventory.

Mrs. Steffner replied she wants to get a pulse of how the parents feel first which is why they will hold two parent nights to talk about the process and share out the plan. A small committee will be pulled together to look at devices and they hope to make a decision by the end of the summer. Mrs. Steffner added the intent wasn't to distribute devices until October or November and if they don't feel prepared to move on at the end of the summer, we can table it until next semester or the following school year.

Mrs. Konner confirmed there will be an inking capability with the Chromebooks.

Mrs. Konner suggested having a pilot program and also asked if there is a way to walk parents through some type of parental controls for those devices in an effort to address those concerns.

2. Finance and Facilities Committee

Mr. August explained the committee reviewed transfers, the donation of a drone to the high school, the award of contract for food services and the annual appointment of the auditor.

Mr. Robinson added we discussed selling SRECs after the approval from the board on May 21. The money from the sale would be received before June 30.

With respect to the Assistant Transportation Manager job description, Mr. Shen thanked Mr. Robinson for working to improve the administrative efficiency through the use of personnel

Mr. August explained at the last meeting someone asked about Squiretown so he wanted everyone to know we own the building but have been in a 25 year lease that has been profitable for the district.

3. LTV

Mr. Shen attended the LTV meeting and explained all sports in town are being covered and broadcast on LTV. Mr. Shen added they recently collaborated with two students from a business class to work promoting LTV.

4. LACD

Mr. August attended the second abilities expo. Mrs. Steiger explained the variety of activities and vendors who joined in the event and thanked all the staff volunteers for collaborating to make this event a success.

5. Diversity Committee

Mrs. Konner explained two upcoming events for the Diversity Committee are Youth Appreciation Week on Saturday from 10 to 4 at the Oval and a Pride Flag Raising on May 30 at the Oval.

6. Essex County Educational Services Commission

Mrs. Konner explained the ECESC provides programs for students who might be interested in an alternative school, paraprofessionals and transportation services to different counties. Mrs. Konner added at the last meeting, seven people were being let go due to a reduction in services and they are looking at ways to make other boards of education aware of the services they offer.

7. Essex County School Boards

Mrs. Konner was pleased to attend as she received an award as certified board member for the 20 hours of training that she accomplished. Mrs. Konner continued at the meeting, a legislative update from New Jersey School Boards was provided about funding and it hit on Mr. Robinson's concern that we really don't know what the funding will look like until the budget is finalized in Trenton.

Mrs. Chirls added they also talked about school security state grants that they might be putting in place.

Mrs. Konner added they will be putting out a survey to school boards on June 1 about unfunded mandates.

Public Input on Agenda Items ~ up to 15 minutes

There was no public input.

RECOMMENDATIONS FOR APPROVAL

BUSINESS

Mr. August moved the following:

3.1 Overnight Trip

Resolved, that the Livingston Board of Education approves *James Novotny*, 7-12 Supervisor, Business Ed/F&CS/TDE, to chaperone approximately seven students visiting Arad, Israel, from July 11 to 20, 2018, at no cost to the district. Some of the cost of the trip will be covered through the Living Bridge grant that was previously approved on April 23, 2018. Two out-of-district chaperones will also accompany students taking the trip.

Mrs. Konner seconded the motion.

Mr. Shen requested that the students who attend the trip report back to the board about their experience when they return.

ROLL CALL VOTE – Ayes – Mr. August, Mrs. Konner, Ms. Messer, Mr. Shen, Mrs. Chirls
Nays - None

PERSONNEL

Mr. August moved 4.1 to 4.9:

4.1 Resignations

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

Name	Position	Reason	Location	Last Day of Employment
<i>Brian Sentowski</i>	Instructional Aide	Resignation	HMS	May 18, 2018

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
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<i>Melissa Rosario</i>	Elementary School Teacher	RHE	8/31/18-10/26/18	10/29/18-1/25/19**	NA	1/28/19
<i>Lindsey Gursky*</i>	Elementary School Teacher	Hillside	3/19/18-5/21/18	5/22/18-6/21/18 & 8/29/18-10/19/18**	10/22/18-1/1/19	1/2/19
<i>Kristi DeMiceli*</i>	TOSD	MPE	4/30/18 - 6/30/18	8/29/18 - 11/23/18**	11/26/18 - 6/30/19	8/29/19
<i>Dr. Jennifer Lernihan*</i>	School Psychologist	Collins	4/2/18-4/9/18 (.5)	4/9/18 (.5)-6/30/18**	NA	8/29/18
<i>Jessica Ayars*</i>	Elementary School Teacher	RHE	3/12/18-4/27/18	4/30/18-6/30/18 & 8/29/18-9/26/18**	9/27/18-9/30/18	10/1/18
<i>Kristen Murray</i>	Elementary School Teacher	Hillside	8/29/18-9/12/18	9/13/18-12/6/18**	12/7/18-4/19/19	4/22/19
<i>Lisa LeBlanc*</i>	Tech Coach	HMS	4/2/18 – 6/15/18	6/18/18 - 6/30/18**	NA	8/29/2018
<i>Donna Ofstad</i>	Intervention/Enrichment Specialist	MPMS	NA	8/29/18-11/23/18**	NA	11/26/18
<i>Stephanie Brunn</i>	Teacher of ESL	HMS/RHE	10/22/18-12/4/18	12/5/18-3/6/19**	3/7/19-4/5/19	4/8/19
<i>Jessica Blomn*</i>	Teacher of Health & PE	MPMS	4/9/18-5/9/18	1/2/18 – 4/6/18**	5/10/18-5/23/18	5/24/2018

*as amended from a previous agenda

**Designates time counted toward NJFLA/FMLA

4.3 Transfers

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

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.

Name	Location	Title	Tenure Track/L OA or LT	Replac ing	Guide	Step	Salary	Effective Date
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			Replace ment					
<i>Giulia Melucci</i>	RHE	Elementary School Teacher	First Year Tenure Track	Dana Monachello	MA	6	\$63,422	8/29/18
<i>Shira Roth</i>	MPE	Elementary School Teacher	First Year Tenure Track	Kristin Macagney	MA	6	\$63,422	8/29/18
<i>Melissa Serrani</i>	Hillside	Elementary School Teacher	First Year Tenure Track	Lauren Castoro	MA+16	4	\$65,362	8/29/18
<i>Jennifer Wise</i>	Elementary	Teacher of Music	First Year Tenure Track	John Palatucci	BA+32	8	\$65,109	8/29/18
<i>Helene McNanna</i>	HMS	Teacher of Social Studies	One Year Leave Replacement	Vanessa Stock	D	2	\$69,090	8/29/18
<i>Monica Spooner</i>	LHS	Teacher of Biology	First Year Tenure Track	Asha Sohan	BA	1	\$52,515	8/29/18
<i>Rachel Atkins</i>	LHS	Teacher of English	First Year Tenure Track	Jaimee Mirsky	MA	1	\$59,624	8/29/18
<i>Diane Mondoro</i>	LHS	Teacher of Business Ed	First Year Tenure Track	Merle Gehman	MA+16	8	\$71,419	8/29/18
<i>Christine Yarish</i>	LHS	Teacher of English	First Year Tenure Track	Fredrica Glucksman	BA	3	\$53,806	8/29/18
<i>Susanna Pastorino</i>	LHS	Teacher of Italian	First Year Tenure Track	Michael Santoro (transfer)	MA+32	7	\$69,782	8/29/18
<i>Tanis Chavanne</i>	LHS	TOSD	First Year Tenure Track	Peter Astras	BA	8	\$60,797	8/29/18
<i>Jeanne Ziobro</i>	LHS	Teacher of Technology Education	First Year Tenure Track	Lauren Atkins	MA	10	\$76,039	8/29/18
<i>Yooree Gillman</i>	LHS	Teacher of Math	First Year Tenure Track	Joelle Smith	MA	2	\$60,281	8/29/18
<i>Justin Grossman</i>	Hillside	Elementary School Teacher	First Year Tenure Track	Amy Zweiback	BA	2	\$53,119	8/29/18
<i>Mary Kate O'Brien</i>	HMS	School Counselor	First Year Tenure Track	Andrew Reitter (transfer)	MA	3	\$61,033	8/29/18
<i>Samantha Aaron</i>	LHS	Teacher of Biology	First Year Tenure Track	Kevin Huang	BA	1	\$52,515	8/29/18
<i>Carlos Torres</i>	Collins	Elementary School Teacher	First Year Tenure Track	Rebecca Rosenberg	BA+16	4	\$56,459	8/29/18
<i>Camila del Castillo</i>	LHS	Teacher of Spanish	First Year Tenure Track	New	MA	7	\$64,031	8/29/18
<i>Jill McLaughlin</i>	RHE	Elementary School Teacher	One Year Leave Replacement	Erin Lurie	BA	2	\$53,119	8/29/18
<i>Meghan Clark</i>	BHE	Elementary School Teacher	First Year Tenure Track	Stephanie Kilpatrick	BA	2	\$53,119	8/29/18
<i>Nicole Soutar</i>	MPE	10 mo Office Support	First Year Tenure Track	Theresa Masi	10 mo OS (>7/12)	1	\$37,893 plus \$1,200 for degree	8/29/18

<i>Gerard Victor</i>	Transportation	Bus Driver (25 Hour)	NA	NA	BD-25	5	\$23,399 (pro-rated)	5/7/18
<i>Claudius Gayle</i>	Transportation	Bus Driver (25 Hour)	NA	NA	BD-25	6	\$24,461 (pro-rated)	5/7/18

**begins 60-day probationary period*

4.5 Substitutes

Name	Location	Title	Leave Replacement or Long Term Sub	Replacing	Salary	Effective Date
<i>Shirley Osco Garrido</i>	BHE/RHE	Teacher of Spanish	Long Term Sub	Sofia Fernandez	\$262/day	4/13/18 – TBD
<i>Carolyn Otte</i>	LHS	TOSD	Long Term Sub	Niobel Torres	\$262/day	5/7/18 – 6/21/18
<i>Monique DiPasalegne</i>	BHE	ABA Discrete Trial TA	Long Term Sub	Christine Lekhrajmal	\$170/day	5/1/18 – 6/21/18
<i>Amanda DeCaito</i>	BHE	ABA Discrete Trial TA	Long Term Sub	Madeley Real	\$170/day	5/3/18 – 6/21/18
<i>Patricia Valatka</i>	BHE	ABA Discrete Trial TA	Long Term Sub	Carolyn Otte	\$170/day	5/15/18 – 6/21/18
<i>Ashley Milano</i>	RHE	Instructional Aide	Long Term Sub	New	\$120/day	5/7/18 – 6/21/18
<i>Nicole Amoresano</i>	Collins	Instructional Aide	Long Term Sub	Brett Coleman	\$120/day	5/14/18 – 6/21/18
<i>Jamie Singer</i>	Harrison	Instructional Aide	Long Term Sub	Darcey Gohring	\$120/day	4/26/18 – 6/21/18
<i>Kelsey Murray</i>	Collins	Instructional Aide	Certified Substitute	NA	\$50/day	4/13/18 – 6/21/18

Resolved, that the Livingston Board of Education approves the appointment of the individuals listed below to serve as substitutes for the 2017-2018 school year:

Teachers

Carol Berger
Emily Gibbons
Jesse Hein

Custodians

Benji Armour (\$15.50/hr)

4.6 2018-2019 Re-Appointments

Resolved, that the Livingston Board of Education approves the reappointment of certificated staff for the 2018-2019 school year as shown on **Attachment B**.

Resolved, that the Livingston Board of Education approves the reappointment of security staff for the 2018-2019 school year as shown on **Attachment C**.

Resolved, that the Livingston Board of Education approves the reappointment of support staff for the 2018-2019 school year as shown on **Attachment C**.

Resolved, that the Livingston Board of Education approves the reappointment of Supervisors for the 2018-2019 school year as shown on **Attachment D**.

Resolved, that the Livingston Board of Education approves the reappointment of the Administrators for the 2018-2019 school year as shown on ***Attachment D***.

4.7 Withholding of Increments

Resolved, that the Livingston Board of Education approves the withholding of increments for the 2018-2019 school year for those individuals whose names are listed on file at the Board office.

4.8 Extra Period Assignments

Resolved, that the Livingston Board of Education approves the individuals listed on ***Attachment E*** for extra period assignments.

4.9 Longevity

Resolved, that the Board approve the individuals on ***Addendum F*** for longevity effective July 1, 2018 for 12-month employees or September 1, 2018 for 10-month employees.

Mrs. Konner seconded the motion.

ROLL CALL VOTE – Ayes – Mr. August, Mrs. Konner, Ms. Messer, Mr. Shen, Mrs. Chirls
Nays - None

Mr. August moved the following:

4.10 2018-2019 Assistant Business Administrator Re-Appointment

Resolved, that the Livingston Board of Education approves the reappointment of *Patricia Ramos*, who is eligible for tenure on July 2, 2018, as Assistant Business Administrator for the 2018-2019 school year. Mrs. Ramos' salary will be placed on an agenda for approval with the balance of the nonaffiliated personnel.

Mrs. Konner seconded the motion.

ROLL CALL VOTE – Ayes – Mr. August, Mrs. Konner, Mr. Shen, Mrs. Chirls
Abstain – Ms. Messer
Nays - None

MISCELLANEOUS

Mrs. Konner moved the following:

5.1 HIB Report

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

Mr. Shen seconded the motion.

ROLL CALL VOTE – Ayes – Mr. August, Mrs. Konner, Ms. Messer, Mr. Shen, Mrs. Chirls
Nays - None

ITEMS TO BE VOTED ON MAY 21, 2018

The board reviewed the items to be voted on May 21st.

May 14, 2018

1. PROGRAM/CURRICULUM

There is no action.

2. STUDENT SERVICES

2.1 Out of District Placements

Resolved, that the Livingston Board of Education approves placement for the academic year 2017-2018 for five (5) 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 G**.

3. BUSINESS

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	\$1,756,468.40
12	Regular	19,173.60
20	Regular	176,597.78
	TOTAL	<u>\$1,952,239.78</u>
Regular Checks	75829-76255	\$1,952,239.78
	TOTAL	<u>\$1,952,239.78</u>

3.2 Board Secretary Report – March 2018

Whereas, the Livingston Board of Education has received the Report of the Board Secretary for March 31, 2018, 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, 2018, 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	4,662,275	12,222	

(11) Current Expense		2,203,034	3,533,719
(12) Capital Outlay		94,705	3,178,235
(20) Special Revenue Fund	765,583		
(30) Capital Projects Fund	2,068,292		
(40) Debt Service Fund	19,565		
Total:	\$7,515,715	\$2,310,561	\$6,711,954

Whereas, pursuant to N.J.A.C. 6:20-212(d), the Board Secretary has certified that as of March 31, 2018, 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 2017-2018 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	\$271,000	
0241	Other Retirement Cont. Reg	\$93,043	
0260	Workmen's Compensation		\$93,043
0270	Health Benefits		\$382,065
0320	Purch. Prof-Educational Services	\$15,000	
0566	Tuition Pri Scl Handicapped	\$76,000	
0610	General Supplies	\$50,912	
0621	Energy-Electricity	\$150,000	
0622	Energy-Gas		\$180,000
0890	Other Objects		\$847
	TOTALS	\$655,955	\$655,955

3.4 Travel and Conferences Expenses

Whereas, the State of New Jersey has enacted P.L. 2007 An Act Concerning School District Accountability requiring boards of education to annually approve the total amount of funds budgeted for travel and conferences for all faculty, staff, administration and board members; and

Whereas, the ACT became effective on March 15, 2007, and requires prior approval of all travel and conference costs before they are incurred; and

Whereas, there are three categories of travel and conferences that faculty, staff, administrators and board members generally attend, including routine meetings held on annually scheduled dates, meetings of an emergent nature with little prior notice, and meetings/conferences that can be scheduled with at least several weeks' notice; and

Whereas, it is practical to anticipate as many activities as possible, and receive annual approval for those and monthly approvals for unanticipated activities;

Now, Therefore, Be It Resolved, that the following budget amounts are acknowledged and costs of travel and conferences are approved for the 2018-2019 school year:

Total amount budgeted for travel and conferences 2018-2019	\$179,224
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Intra-district business mileage for administrators, and where required, for members of the faculty and staff, including but not limited to, faculty who teach in more than one school, child study team members, secretaries, etc. will be reimbursed at the rate permitted by the New Jersey Office of Management and Budget.

Out-of-district business travel for administrators, faculty and staff to attend conferences and professional development opportunities as approved by the superintendent will be reimbursed pursuant to N.J.A.C. 6A:23B-1.2(c)3.

3.5 Conferences and Overnight Trips

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

Resolved, that the Livingston Board of Education approves *Steven Robinson*, Business Administrator, to attend the New Jersey Association of School Business Officials Annual Conference from June 5 to 8, 2018, in Atlantic City, New Jersey, at a cost not to exceed \$850.

Resolved, that the Livingston Board of Education approves *Steven Robinson*, Business Administrator, to attend ASBO International's 2018 Annual Meeting and Expo from September 20 to 24, 2018, in Kissimmee, Florida, at a cost not to exceed \$2,900.

Resolved, that the Livingston Board of Education approves *Guy Rabner*, World Language teacher and *Chrystie Young*, Assistant Principal, to chaperone approximately 25 students visiting Latina, Italy from April 10 to 22, 2019, at no cost to the district.

3.6 General Education Out of District Tuition Rates

Resolved, that the Livingston Board of Education approves general education out of district tuition rates for the 2018-2019 school year as follows:

Kindergarten (full day)	\$14,570
Grades 1-5	\$14,988
Grades 6-8	\$15,787
Grades 9-12	\$16,735

3.7 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.

3.8 Educational Data Services, Inc.

Resolved, that the Livingston Board of Education enters into a cooperative bidding agreement with Educational Data Services Cooperative Bidding Management Program for the 2018-2019 school year in the amount of \$19,500.

3.9 New Jersey State Interscholastic Athletic Association

Resolved, that the Livingston Board of Education approves the enrollment of Livingston High School as a member of the New Jersey State Interscholastic Athletic Association to participate in the approved interscholastic athletic program sponsored by NJSIAA for the 2018-2019 school year.

3.10 On-Tech Consulting

Resolved, that the Livingston Board of Education authorizes the Business Administrator to enter into a Letter of Intent with On-Tech Consulting, Inc. to complete the Universal Services Fund (E-Rate) application process for the 2018-2019 school year. The district will pay On-Tech an amount equal to 10% of any funding received.

3.11 Student Safety Data System Report

Resolved, that the Livingston Board of Education approves the Student Safety Data System Report for the 2017-2018 Report Period 1.

3.12 Donation

Resolved, that the Livingston Board of Education accepts the donation of a DJI Phantom 4 Adv drone.

3.13 Union County Educational Services Commission - Transportation

Resolved, that the Livingston Board of Education authorizes the Union County Educational Services Commission to coordinate and administer the transportation for all applications submitted by the district for the 2018-2019 school year.

3.14 Award of Contract – Food Service Management

Whereas, the Livingston Board of Education received proposals for the operation and management of the Livingston Public School food service program on April 12, 2018; and

Whereas, the Livingston Board of Education received two proposals; and

Whereas, the proposal from ARAMARK Education guarantees a minimum client return of \$106,385 plus a capital contribution of \$100,000 and is in compliance with Policy #8505 and state regulations cited in N.J.S.A. 18A:33-16; and

Whereas, this contact is being awarded under 18A:18A-4.5 Competitive Contracting; now therefore be it

Resolved, that the Livingston Board of Education approves the contract with ARAMARK Education to provide food services for the 2018-2019 school year with options not to exceed four additional years.

3.15 Annual Appointments

Resolved, that the Livingston Board of Education approves the following appointments for the 2018-2019 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
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	Andrew Espinoza, Chrystie Young and Amro Mohammed
Anti-Bullying Coordinator	Lisa Capone-Steiger
Homeless Liaison	Sinead Crews
School Safety Specialist	Cynthia Healy
Title IX Coordinator	Bronawyn O'Leary
Auditor of School District	Wiss & Company, LLP
Architect of Record	Di Cara Rubino Architects
Broker of Record	IMAC Insurance Agency
School Physician	Dr. Michael Kelly
Board Attorney	Sciarrillo, Cornell, Merlino, McKeever & Osborne, LLC
Special Counsel	Machado Law Group, LLC
Livingston Public Broadcasting Executive Board	Jonathan Aronoff, Stu Bodow, Don Schwartz

3.16 Policies and Regulations

Resolved, that the Livingston Board of Education approves the following policies and regulations for first reading:

Policies

Program

Policy #2422 - Health and Physical Education (completely rewritten)

Students

Policy #5410 - Promotion and Retention (with revisions)

Policy #5460 - High School Graduation (M) (with revisions)

Property

Policy #7440 - School District Security (M) (with revisions)

Policy #7441 - Electronic Surveillance in School Buildings & on School Grounds (M) (with revisions)

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Community
Policy #9150 – School Visitors (with revisions)
Policy #9160 – Public Attendance at School Events (with revisions)

Regulations

Students
Regulation #5460.1 – High School Transcripts (M) (new to district)

Property
Regulation #7440 – School District Security (M) (new to district)
Regulation #7441 – Electronic Surveillance in School Buildings & on School Grounds (M) (with revisions)

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

Policy #0168 – Recording Board Meetings (with revisions)
Policy #8505 – Local Wellness Policy/Nutrient Standards for Meals and Other Foods (M)(rewritten)

Resolved, that that Livingston Board of Education abolishes Policy #2425 - Physical Education, as it has been incorporated into Policy #2422 – Health & Physical Education (see above).

Resolved, that the Livingston Board of Education approves the abolishment of Policy #5465 – Early Graduation, as the required provisions of this Policy have been updated and incorporated into Policy #5460.

Mrs. Chirls requested that communication be made clear regarding live streaming now that this information is included in Policy 9150 and 9160.

Mrs. Konner asked if information about the seal of bi-literacy should be included in Policy 5460.

4. PERSONNEL

4.1 Extra Work Pay

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

4.2 Summer Work

Resolved, that the Livingston Board of Education approves the individuals listed on ***Attachment J*** to work over the summer of 2018 at the Summer Academy Bridge Program at the approved rate.

Resolved, that the Livingston Board of Education approves the individuals listed on ***Attachment J*** to work over the summer of 2018 at the Summer Academy Enrichment Program at the approved rate.

Resolved, that the Livingston Board of Education approves the individuals listed on ***Attachment J*** to work over the summer of 2018 at the Summer Academy Remedial Program at the approved rate.

Resolved, that the Livingston Board of Education approves the individuals listed on **Attachment K** to work over the summer of 2018 at the MCC Summer Enrichment Program at the approved rate.

4.3 Stipends

Resolved, that the Livingston Board of Education amends the individuals on **Attachment L** for Elementary stipends in accordance with the contract between the LBOE and the LEA.

4.4 Job Descriptions

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

Transportation Manager (with revisions)
Assistant Transportation Manager (with revisions)
School Nurse Coordinator (stipend position)

4.5 Memoranda of Understanding

Resolved, that the Livingston Board of Education approve the following Memoranda of Understanding between the following parties:

LBOE and the LAA dated 5/21/18
LBOE and the LSA dated 5/21/18
LBOE and the LEA dated 5/21/18
LBOE and Employee #6311

5. MISCELLANEOUS

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 month of April.

Public Comment ~ up to 15 minutes

Stefanie Cohen, 20 Stonewall Drive, clarified she wasn't speaking about a parent recording their own child at a school event but was talking about a man walking into a school when he didn't have a child there and asked other children their names on a live stream.

Mrs. Chirls requested we add proposed future agenda items to the bottom of agendas like we had done in the past.

Old Business

1. Hebrew Language Course

Mrs. Steffner explained the decision to add a course is a discussion that takes place on an annual basis. With respect to the Hebrew language course, Mrs. Steffner stated we do not currently have a person certified to teach it and when she reached out to 27 neighboring

schools, found that no one offers a curriculum in Hebrew. If we decide to move forward with the course, it would become part of curriculum writing for the subsequent year.

New Business

There was no new business.

ADJOURNMENT

At 8:20 p.m., Mrs. Chirls requested a motion to adjourn to Executive Session to discuss the Superintendent's mid-year evaluation and that no action would be taken.

Mr. August moved the following:

EXECUTIVE SESSION

1. Legal Matters
2. Negotiations
3. Personnel

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 May 14, 2018 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 matter.
 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. Shen seconded the motion.

Vote all in favor.

Respectfully submitted,

Steven K. Robinson
Board Secretary

May 14, 2018