



LIVINGSTON BOARD OF EDUCATION VOTING/WORKSHOP MEETING MINUTES

Monday, June 4, 2018

Executive Session – Administration Building Large Conference Room – 6:15 p.m.

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

A **Voting/Workshop 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 6:15 p.m. by the Board Vice President, Charles August, 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 30 members of the public and staff

Ms. Messer 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:

- Superintendent's Evaluation

Action may be taken upon return to public session. The full length of the meeting is anticipated to be approximately 45 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 7:10 p.m., Mrs. Chirls reconvened the public meeting.

Mrs. Chirls asked for a moment of silence in memory of Pat Heller, a long time teacher at Livingston Public Schools.

Conference with the Livingston Education Association

This is a semi-annual conference between the board and the Livingston Education Association.

In the spirit of collaborative decision making, Mr. Rosamilia explained that the LEA has formed a Health and Safety Committee along with members of the administration to focus on concerns found by members in the buildings.

Mr. Rosamilia offered a suggestion to the board when forming calendars in the future. The suggestion is to consider taking one professional development day and scheduling it in the month of May to use as a fourth emergency snow day. This allows for an extra snow day in case it is needed and if it is not, the professional development day goes on as planned.

Mr. Rosamilia explained the Association is appreciative of the improvement in professional development in the district and stated the staff enjoyed the delayed opening professional development days. Mr. Rosamilia wanted to communicate to the board that the staff felt holding it in the morning is an efficient way to deliver professional development and they are open to keeping the practice going or having it expand. Mr. Rosamilia added half days also work well and that holding professional development at the end of the day or for a full day is difficult because people are tired.

Student Representative

Mrs. Chirls recognized Evan Tong for his insight and service as the board's student representative this past year and wished him well in his future endeavors.

Open Campus

Avika Bansal and Vani Vora, LHS junior class officers, respectfully requested the board continue to allow seniors to leave school for lunch during the next school year. The students explained they are responsible, understand this is a privilege and will follow the rules set forth by the school. Mr. Stern added that he recommends open lunch for next year's senior class.

Mrs. Konner moved the following:

3.2 Open Campus – Livingston High School Seniors

Resolved, that the Board of Education hereby grants permission for the Livingston High School administration to extend Open Campus privileges to Livingston HS seniors for the 2018/19 school year with the understanding that all rules and regulations governing Open Campus will remain in effect.

Mr. August seconded the motion.

ROLL CALL VOTE – Ayes – Mr. August, Mrs. Konner, Mr. Shen, Mrs. Chirls
Nays – Ms. Messer

Ms. Messer explained her no vote is due to safety concerns.

Superintendent's Report

1. PARCC Testing Changes

Mrs. Topylko explained the changes that the Department of Education has made to the graduation requirements that impacts our current sophomores and how we are working to assist students so they do not have any issues meeting them.

Mrs. Chirls suggested the board make a statement so people at the Department of Education understand what goes into our working these changes out for students.

Ms. Messer stated she doesn't agree with putting out a board statement and that although these changes are a nuisance, it may not be a bad thing for the sophomores to take the Algebra 1 exam because it is so predictive of SAT performance. Ms. Messer continued that one of the best ways for students to prepare for the SAT is to prepare and sit for the PARCC exam.

Mrs. Steffner added the Commissioner is doing some listening tours so we can reach out to him to have a conversation about these changes.

2. 1:1 Update at MPMS

Mrs. Steffner explained they have held two parent meetings to review the history of 1:1, why we believe it's beneficial to continue 1:1 and addressed concerns about screen time and students using the device responsibly. Mrs. Steffner added everyone agreed having parent sessions over the course of next year would be helpful and all were supportive of having additional filtering device software so parents could limit access to other sites in the evening.

Mrs. Steffner continued the plan is to continue with a weeklong pilot for students to take home the Chromebook for a week now and again in the fall.

In addition, Chromebook carts will not be repurposed at MPMS in the beginning of the year before 1:1 is rolled out. If necessary, we will purchase a few more carts for the elementary schools.

Mrs. Chirls requested a tech roadmap taking us from 2018 forward. Mrs. Steffner replied the Future Ready Committee will be working on putting together the tech roadmap.

The board was unanimous in their support for moving forward with the initiative. However, there was a lot of discussion about forming a committee with stakeholder participation to review how the pilot went, to look at what our needs are and to choose a device. Mrs. Steffner will put together a timeline of these events, as well as a suggested roll out date, for the board.

Separate from this committee, another one will be formed to choose a new device to replace the Microsoft Surfaces at the high school.

3. Class Size/Enrollment

Mrs. Steffner reviewed the class sizes for the sections at the high school and since the middle schools do not work on their scheduling until the summer, provided the projections for average

class sizes in those grades. Once the middle school sections are complete, they will be shared with the board.

Mrs. Konner reiterated her concern that board direction is that classes don't end up over the average of 25 and asked if the numbers be looked at again at the end of the summer since a lot of people come in and register over the summer.

Mr. Robinson reviewed the elementary sections and stated he is recommending adding two more elementary sections than were originally budgeted. Mr. Robinson continued that the original Harrison kindergarten numbers were at 72 students so per board policy, he asked for volunteers and received three. The numbers were still high so four students have been soft bordered. Mr. Robinson continued that he will be recommending a change in policy because many parents who already have children in the district did not register their incoming kindergarten child by our deadline of May 15 which caused a disruption in the placement process.

Mr. Robinson stated one of the additional sections he is recommending is for Harrison 3rd grade which will give them four sections for the 2018-2019 school year.

Board Reports

Mrs. Konner attended the Garden State Coalition where the Commissioner's report on PARCC, funding inequities and security were discussed.

Mrs. Konner sat on the Health and Wellness Committee this week where they reviewed and tried to identify which areas of concern jumped out of the survey data to provide direction for an action plan going forward. Safety, physical well-being and identifying student/staff relationships were the top areas the committee will follow up on.

Mrs. Konner attended the art show, science research symposium, spring concerts, the PRIDE flag raising and performance of Willie Wonka. Mrs. Konner continued there are a lot of great things coming up around the district such as the National Art Honor Society, Big L Senior Sports Rally, Chamber of Commerce dinner, Senior Awards and the retirement dinner.

Mr. August attended the Hillside orchestra and chorus performance and Willie Wonka. Mr. August continued he attended a Finance and Facilities committee meeting this morning and we will be purchasing five new 54 passenger air conditioned buses that come with lap belts and we will continue to encourage students to wear them. Mr. August added we will also speak with the Township to see if we can get involved in their recycling pickups.

Public Input on Agenda Items ~ up to 15 minutes

Mahnaz Shirazi-Whang, 94 Sykes Avenue, explained the confusion between Harrison parents on how many sections would be in 3rd grade next year.

Tara Heyderman, 23 Cedar Gate Drive, spoke on behalf of Ms. Hanvey, a second grade teacher at Collins, stating she is one of the best teachers she has met in a long time and inspires confidence in her students. Mrs. Heyderman understands Ms. Hanvey will not be teaching in the district next year and asked if there isn't a place for her at Collins, for the board to consider placing her in another school in the district.

Jamie Resnik, 48 Lee Road, stands in support of Ms. Hanvey alongside the group of Collins parents who came out tonight.

Sonal Batra, 917 Kensington Lane, is one of the 15 parents here tonight on behalf of Ms. Hanvey and asked for the board to reconsider and find another place for her in the district.

Renee Urban, One Sterling Drive, agreed with the others who spoke about Ms. Hanvey adding she teaches the kids mindfulness and how to be a good person.

Amanda Lavelle-Mazol, 40 Burnet Street, piggybacked on all of the positive things said about Ms. Hanvey.

Frank Cherichello, 48 Wellington Road, reviewed some of the things they did with the roll out of their laptop initiative at Pasquack Hills and commended the board for a job well done.

Justin Alpert, 56 Amherst Place, disagrees with the administering of PARCC and stated it undermines the values of our district.

Mike Ramer, 22 Mohawk Drive, with respect to the 1:1 initiative at MPMS, asked if anyone has done any research about giving students devices at this age. Mr. Ramer provided a few articles and a book to the board about this topic.

Marni Cioffi, 4 Canoe Brook Drive, spoke on behalf of Ms. Hanvey and asked the district to consider keeping her in the district.

Heather Ginter, 17 Millstone Drive, added Ms. Hanvey creates a community in the classroom.

Joyce Gore, 7 Claremont Avenue, stated all staff should be treated fairly, asked about the change in the MPMS media center and thinks the amount of screen time for students should be limited.

Lisa Cheng, 48 West Lawn Road, reiterated the positive things others have said about Ms. Hanvey.

At the end of public input, Mrs. Steffner explained we use technology to augment student learning and not supplant teaching in the classroom. Mrs. Steffner added we hope to teach parents and students how to reach a balance with the technology because screen time is not only about the educational device but includes watching television, sitting on a device to play video games and using cell phones.

Mrs. Steffner continued that the media center has changed with the times and is used as a collaborative space for learning but even so, students are still taught how to use the library and there are plenty of books for students to check out.

With respect to all of the parents who came out in support of Ms. Hanvey, Mrs. Steffner explained she appreciates all of their positive comments but cannot discuss personnel. Mrs. Steffner added sometimes we hire a person as a leave replacement, not for a permanent tenure track position and sometimes a person isn't a good fit in one classroom but is better in another, that she has heard what they have all said and is one who is not unwilling to revisit a decision that was made to see if it is the right one.

RECOMMENDATIONS FOR APPROVAL

BUSINESS

Mrs. Konner moved the following:

3.1 Purchase of Buses

Resolved, that the Livingston Board of Education approves the purchase of five 2019 54-passenger diesel buses at the cost of \$100,735.68 each through cooperative purchasing via the Middlesex Regional Educational Services Commission pricing bid 17/18-36. All five buses will be air conditioned.

Mr. August seconded the motion.

Mr. Robinson added that the cost of the buses will be reimbursed through the capital lease. The capital lease will also be used to purchase technology and buildings and grounds equipment.

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

Ms. Messer moved the following:

3.3 Policy

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

Administration

Policy #1110 – Organizational Chart (with revisions, chart effective 7/1/18)

Mr. Shen seconded the motion.

Mrs. Chirls asked a question about job reporting and it was realized there was an error on the draft job description. Mrs. Burman will make the correction.

Mrs. Konner asked for a number of revisions on the job description including adding “work with building principals and supervisors” under number 6 and changing district leaders to “district administration” on number 12 and 15.

Mrs. Konner also asked if there is a way to spell out the supervision under the technological infrastructure.

The job description will be updated and brought back to the board for approval at the June 18 meeting.

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

PERSONNEL

Mr. August moved the following:

4.1 Resignations

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

June 4, 2018

Name	Position	Reason	Location	Last Day of Employment
<i>Susan Carley</i>	Instructional Aide	Retirement	Collins	June 30, 2018
<i>Alanna Seid</i>	Teacher of Business Education	Resignation	LHS	June 30, 2018
<i>Michelle Ritz</i>	Instructional Aide	Resignation	BHE	June 8, 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
<i>Erika Yersak</i>	TOSD	Hillside	8/29/18-10/10/18	10/11/18-1/10/19**	1/11/19-1/23/19	1/24/19
<i>Ekaterina Vorobiev</i>	TOSD	HMS	9/24/18-11/13/18 (.5)	11/13/18(.5)-11/30/18 & 12/3/18-2/28/19**	NA	3/1/19

**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/LOA or LT Replacement	Replacing	Guide	Step	Salary	Effective Date
<i>Kristina Duda</i>	HMS	TOSD	One Year Leave Replacement	Ekaterina Vorobiev	MA	2	\$60,281	8/29/18
<i>Jennifer Szostak</i>	MPE	Elementary School Teacher	One Year Leave Replacement	Jamie Geltzeiler (transfer)	BA+16	2	\$55,014	8/29/18
<i>Nicole Mauro</i>	Hillside	TOSD	First Year Tenure Track	New	MA	4	\$61,822	8/29/18
<i>Jordan Montgomery</i>	HMS	Teacher of Art	One Year Leave Replacement	Jennifer Randazzo	MA	1	\$59,624	8/29/18
<i>Brynn Reid</i>	Collins	Elementary School Teacher	First Year Tenure Track	Jennifer Merlo (transfer)	BA+16	4	\$56,459	8/29/18
<i>Amy Newman</i>	LHS	Teacher of Art	First Year Tenure Track	Pamela Fenelon	MA	5	\$62,618	8/29/18
<i>Noah Meineke</i>	LHS	Teacher of Art	First Year Tenure Track	Janice Reis (transfer)	BA+32	8	\$65,109	8/29/18

<i>Jill McLaughlin**</i>	RHE	Elementary School Teacher	Leave Replacement	Melissa Rosario	BA	2	\$53,119	8/29/18-1/31/19
<i>Gianna DiPisa</i>	RHE	Elementary School Teacher	One Year Leave Replacement	Erin Lurie	BA	1	\$52,515	8/29/18
<i>Stacey Kaplan-Layton</i>	MPE	Lead Playground Aide	NA	Nicole Soutar	LPA	1	\$18,119	8/29/18
<i>Janet Martin</i>	RHE	Playground Aide	NA	NA	NA	NA	\$14.00/hr	5/29/18

**begins 60-day probationary period*

***as amended from a previous agenda*

4.4a 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/LOA or LT Replacement	Replacing	Guide	Step	Salary	Effective Date
<i>Melissa Kincaid</i>	Central Office	Administrative Assistant	First Year Tenure Track	Geraldine DiPopolo	NA	NA	\$55,000	7/1/18, plus up to 5 days transition in June 2018
<i>Richard Porfido</i>	LHS	Athletic Director	First Year Tenure Track	David Cohen	LHS-AP	12	\$137,467	7/1/18, or upon release of current contract

4.5 Substitutes

Resolved, that the Livingston Board of Education approves the long term substitutes as shown below:

Name	Location	Title	Leave Replacement or Long Term Sub	Replacing	Salary	Effective Date
<i>Thomas Montesion</i>	Collins	Instructional Aide	Long Term Sub	New	\$120/day	5/14/18 – 6/21/18
<i>Alanna LeDonne</i>	Collins	Instructional Aide	Long Term Sub	New	\$120/day	5/21/18 – 6/21/18
<i>Blair Godfrey</i>	BHE	Elementary School Teacher	Long Term Sub	Melissa Lowenthal	\$262/day	5/24/18 – 6/21/18

Mr. Robinson announced to the public 4.4a is a walk in item.

Mrs. Burman recognized Susan Carley, who has been an instructional aide in the district for 19 years.

ROLL CALL VOTE – Ayes – Mr. August, Mrs. Konner, Ms. Messer, Mr. Shen, Mrs. Chirls
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

Workshop - Preview of June 18, 2018 Agenda (Board Only)

The board reviewed the items to be voted upon at the June 18 meeting.

1. PROGRAM/CURRICULUM

There is no action

2. STUDENT SERVICES

2.1 Out of District Placements 2017-2018

2.2 Out of District Placements 2018-2019

2.3 Related Services/Medical Consultants

3. BUSINESS

3.1 Payment of Bills

3.2 Board Secretary Report – April 2018

3.3 Transfers

**3.4 2018/19 Anticipated Contracts to be Renewed, Awarded or to Expire
During the School Year – PL 2015 – Chapter 47**

3.5 Collection, Removal and Disposal of Solid Waste

**3.6 Resolution of the Board of Education of the Township of Livingston in the
County of Essex, New Jersey Providing for the Acquisition of Technology
Equipment, School Buses and Buildings and Grounds Equipment Through
a Lease Purchase Transaction**

3.7 Settlement Agreements

3.8 West Essex YMCA

3.9 Policies and Regulations

4. PERSONNEL

5. MISCELLANEOUS

5.1 HIB Report

5.2 Suspension Report

Mrs. Konner asked about the creation of Regulation 8505 and Mrs. Burman explained it is complete and posted online. Mrs. Konner asked about the board voting on it and Mrs. Burman explained the board only votes on mandated regulations. Regulation 8505 is not mandated.

With respect to student safety, Mrs. Chirls asked if the district could look into the traffic on Madonna during drop off and pick up times.

Public Comment ~ up to 15 minutes

There was no public comment.

Old Business

There was no old business.

New Business

There was no new business.

ADJOURNMENT

At 9:25 p.m., Mrs. Chirls asked for a motion to go into Executive Session to discuss the Superintendent's evaluation and that no action will be taken.

Mrs. Konner 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 June 4, 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.

Ms. Messer seconded the motion.

Vote all in favor.

Respectfully submitted,

Steven K. Robinson
Board Secretary