

THE OAKLAND PUBLIC SCHOOLS

Office of the Superintendent
and
Secretary of the Board

BOARD OF EDUCATION
Special Meeting
Administrative Offices
6:00 PM

MEMBERS OF THE BOARD

Ms. Cooper
Mr. Mazzilli
Mr. Scerbo
Ms. Shelkin

Dr. Gina M. Coffaro, Superintendent of Schools
Ms. Annette M. Wells, Business Administrator/Board Secretary

Regular Monthly Meetings on the Third Tuesday of each month at 7:00 PM

Next Regular Monthly Meeting:
June 21, 2022

MEETING CALLED TO ORDER

PRESIDING OFFICER: _____

DATE: _____

TIME: _____

FLAG SALUTE

STATEMENT ON OPEN PUBLIC MEETINGS AND POLICY CONCERNING PERSONNEL

PRESIDING OFFICER:

The New Jersey Open Public Meetings Law was enacted to insure the right of the public to have advance notice of and to attend the meetings of public bodies at which any business affecting their interests is discussed or acted upon. In accordance with the provisions of this Act, the Oakland Board of Education has caused notice of this meeting to be published by having the date, time and place thereof posted on May 10, 2022 in the Municipal Building, the Board Offices, all school offices and copies sent to newspapers serving Oakland: The Record and The Herald News. The Board reserves the right to limit public discussion of personnel items, so as to preserve individual privacy.

The Board appreciates the concerns and comments expressed by the public and will take them into consideration. However, please remain advised that, neither the Board nor the administration may comment on or respond to public inquiries or statements regarding any internal personnel matters involving a District employee.

Please be further advised that there is no privilege or qualified privilege with regard to any statements that you make before the Board of Education. Furthermore, in addition to their respective rights to privacy, employees of this school district retain all rights regarding defamation and slander according the laws of New Jersey.

Persons wishing to speak must, upon being recognized, state their names and addresses. Each speaker shall be limited to two minutes. A speaker who has not finished in the allotted time will be directed by the presiding officer to summarize quickly and relinquish the floor within 30 seconds.

ROLL CALL

	<u>Present</u>	<u>Absent</u>	<u>Time of Arrival After Meeting Called to Order</u>
Ms. Cooper	_____	_____	_____
Mr. Mazzilli	_____	_____	_____
Mr. Scerbo	_____	_____	_____
Ms. Shelkin	_____	_____	_____

Also Present: Dr. Gina M. Coffaro, Superintendent of Schools
Ms. Annette Wells, Business Administrator

and approximately ____ members of the public.

Report of the Superintendent of Schools

End of Year Calendar Dates:

Friday, May 27	- Minimum Day – Staff and Students
Monday, May 30	- Schools Closed – Memorial Day
Friday, June 17	- 8 th Grade Graduation
Thursday, June 23	- Last Day for Staff and Students

Monday, June 20 through Thursday, June 23 will be minimum days.

APPROVE THE REVISED RESULTS OF SCHOOL ELECTIONA. Report on the Annual School Elections

The Board Secretary reported the revised results of the Annual School Election held on April 19, 2022 pursuant to notice given in accordance with school law.

Vote for Tax Levy General Fund	YES	- 277
	NO	- 351

The 2022-2023 school budget was defeated.

B. Vote for Member of the Board of Education

Three Year Term:

Ms. Carita Shelkin - 407

Write-Ins - 60

Motion: _____
(Discussion)

Second: _____

Roll Call Vote: **(A)** **(B)**

Ms. Cooper	_____	_____	_____	_____	_____	_____
Mr. Scerbo	_____	_____	_____	_____	_____	_____
Ms. Shelkin	_____	_____	_____	_____	_____	_____
Mr. Mazzilli	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____

I. MINUTES

A.

Motion: _____
(Discussion)

Second: _____

Roll Call Vote: (A)

Ms. Cooper	_____	_____	_____	_____	_____	_____
Mr. Scerbo	_____	_____	_____	_____	_____	_____
Ms. Shelkin	_____	_____	_____	_____	_____	_____
Mr. Mazzilli	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____

II. BUILDINGS AND GROUNDS

Ms. Shelkin
Board Liaison

- A. Approve the safety drill report for the month of April.

Motion: _____
(Discussion)

Second: _____

Roll Call Vote: (A)

Ms. Cooper	_____	_____	_____	_____	_____	_____
Mr. Scerbo	_____	_____	_____	_____	_____	_____
Ms. Shelkin	_____	_____	_____	_____	_____	_____
Mr. Mazzilli	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____

IV. PERSONNEL**Mr. Mazzilli
Board Liaison**

- A. Accept the retirement of Ms. Barbara Ciambra, Principal, effective October 1, 2022.
- B. Accept the retirement of Ms. Karen Martin, Confidential Secretary, effective August 1, 2022.
- C. Acknowledge the employees' days without pay as listed below:

Name	School	Dates
K. Kesenheimer	Manito	4/26
J. Leogrande	Heights	6/10
M. Fuentes	Dogwood	5/20, 5/23
V. Huizing	Manito	5/18
L. Silverstein	Manito	5/11
J. Grella	Manito	5/25 (0.5), 6/1
C. Knubel	Dogwood	5/3 (0.5) 5/5/(0.5), 5/6, 5/9, 5/10, 5/11, 5/12, 5/13

- D. Amend the start date for Ms. Grace O'Brien as a full time resource center/preschool aide at Heights to May 9, 2022.
- E. Approve Ms. Grace O'Brien as a bus aide for the remainder of the 2021/2022 school year at the hourly rate of \$16.00.
- F. Approve Mr. Jake O'Brien as a substitute bus aide for the remainder of the 2021/2022 school year at the hourly rate of \$16.00.
- G. Amend the appointment of Ms. Charlee Serpa as a Full Time Classroom Aide at Heights School for the remainder of the 2021-2022 school year, effective May 13, 2022.

Motion: _____
(Discussion)

Second: _____

Roll Call Vote:

	(A)	(B)	(C)	(D)	(E)	(F)	(G)
Ms. Cooper	___	___	___	___	___	___	___
Mr. Scerbo	___	___	___	___	___	___	___
Ms. Shelkin	___	___	___	___	___	___	___
Mr. Mazzilli	___	___	___	___	___	___	___
_____	___	___	___	___	___	___	___

IV. PERSONNEL (continued)**Mr. Mazzilli
Board Liaison**

- H. Approve the Grade 8 Trip to Great Adventure on June 13, 2022.
- I. Approve the following staff members as chaperones for the Grade 8 Great Adventure trip on June 13, 2022. Teachers will be paid a stipend of \$85.62 (equivalent to 1.5 club sessions), upon submission of an approved voucher:

Ms. Kim Festa	Ms. Kathy Capela	Ms. Ana Garcia
Mr. Ryan Gilligan	Mr. Matt Myones	Ms. Elizabeth Blender
Ms. Stacy Kasper	Mr. Bart Blanken	Ms. Elizabeth Connolly
Ms. Sara Mikula	Ms. Ruth Kokkinakis	Ms. Jill Jeune
Mr. Mark Sinclair	Ms. Tracey Scala	

Administrator: Ms. Jackie Christiano

Nurse: Ms. Silvia DellaIacono

Alternates: Ms. Gael Strohmeier, Ms. Phylissa Gallotta, Mr. Kevin Jacobsen

- J. Revise Ms. Binder's Leave FMLA starting March 15 in conjunction with 37 sick days through May 11 with benefits. NJFLA unpaid with benefits starting May 12 through end of school year. Ms. Binder will return to District September 1, 2022.
- K. Approve the appointment of the following daily substitute personnel, including teachers, nurses, teacher aides, playground/cafeteria aides, secretaries, vehicle drivers, technology aides and custodians for the 2021/2022 school year, subject to New Jersey Department of Education Criminal History Review (NJSA 18A:6-7.2) and Chemical Screening, if newly employed by the District, as per the attached list.

Motion: _____
(Discussion)

Second: _____

Roll Call Vote:

	(H)	(I)	(J)	(K)				
Ms. Cooper	_____	_____	_____	_____	_____	_____	_____	_____
Mr. Scerbo	_____	_____	_____	_____	_____	_____	_____	_____
Ms. Shelkin	_____	_____	_____	_____	_____	_____	_____	_____
Mr. Mazzilli	_____	_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____	_____	_____

V. REGULAR EDUCATION**Ms. Shelkin
Board Liaison**

- A. Approve the HIB Report for the period of May 4, 2022 through May 12, 2022 as follows:

Number of HIB Investigations	- 1 -
Number of Affirmed HIB Incidents	- 1 -

- B. Approve the Bloodborne Pathogens Exposure Control Plan as revised in May 2022.

Motion: _____
(Discussion)

Second: _____

Roll Call Vote: (A) (B)

Ms. Cooper	_____	_____	_____	_____	_____	_____	_____	_____
Mr. Scerbo	_____	_____	_____	_____	_____	_____	_____	_____
Ms. Shelkin	_____	_____	_____	_____	_____	_____	_____	_____
Mr. Mazzilli	_____	_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____	_____	_____

VI. SPECIAL EDUCATION**Ms. Cooper
Board Liaison**

- A. Approve the following Child Study Team members for 2022 summer duties and referral compliance, at their annual per diem rate of pay and upon submission of an approved voucher:

Ms. Seton Feeney	June 27, 28, 29, 30, July 5	(5 days)
Ms. Ellen Flaum	June 27, 28, 29, 30	(4 days)
Ms. Arlene Ishak	June 27, 28, 29, 30	(4 days)
Ms. Juliet Letz	TBD	(5 days)
Ms. Anna Zalokostas	June 27, 28, 29, 30, July 1	(5 days)
Ms. Ashley Palamone	5 days (Summer days to be completed by June 30, 2022)	
Mr. Justin Verile	June 27, 28, 29	(3 days)

Motion: _____
(Discussion)

Second: _____

Roll Call Vote: (A)

Ms. Cooper	_____	_____	_____	_____	_____	_____
Mr. Scerbo	_____	_____	_____	_____	_____	_____
Ms. Shelkin	_____	_____	_____	_____	_____	_____
Mr. Mazzilli	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____

VII. FINANCE**Mr. Scerbo
Board Liaison**

- A. Approve the April 2022 certified gross (net & agency) payroll in the amount of \$1,853,198.96.
- B. Approve the Board Secretary's certification to the Oakland Board of Education that, as of May 13, 2022 no line item account has encumbrances and expenditures, which, in total, exceed the line item appropriation in violation of NJAC 6A:23A-16.10(c)3; and further,
- Approve the Oakland Board of Education's certification that, after a review of the Board Secretary's and Board Treasurer's monthly financial reports and the advice of District officials, there is no reason to doubt that any major account or fund has been over-expended in violation of NJAC 6A:23A-16.10(c)4.
- C. Approve the payment of the attached list of bills in the total amount of \$908,770.62, which in proper legal form and subject to audit, provided funds are available in their respective accounts.
- D. Approve the school year 2021/2022 Budget appropriation transfers for the month of April 2022.
- E. Approve the Board Secretary's Financial Report for the month of April 2022.
- F. Approve the Treasurer of School Monies Report for the month of April 2022.
- G. Approve the 2022/2023 cooperative bids prepared by Education Data Services, Inc. for General Classroom, Photography, Science Supplies, Athletic, Custodial, Library, Physical Education, Technology, Health & Trainer, Audio Visual, Fine Art, Music, Computer/Toner, Elementary Teaching Aids, Special Needs and Operational and Maintenance Supplies and Equipment.
- H. Approve the use of the Ed Data Cooperative Bids for Time & Materials (as per lists on file in the Business Office).

Motion: _____

Second: _____

*(Discussion)***Roll Call Vote:** (A) (B) (C) (D) (E) (F) (G) (H)

Ms. Cooper	_____	_____	_____	_____	_____	_____	_____	_____
Mr. Scerbo	_____	_____	_____	_____	_____	_____	_____	_____
Ms. Shelkin	_____	_____	_____	_____	_____	_____	_____	_____
Mr. Mazzilli	_____	_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____	_____	_____

VII. FINANCE (continued)**Mr. Scerbo
Board Liaison**

- I. Approve the contract for 192-193 Nonpublic Services between the Bergen County Special Services School District and the Oakland School District for the 2022-2023 school year.
- J. Approve the *estimated* tuition costs for the 2022/2023 school year:
- Preschool/Kindergarten \$19,474
 - Grades 1-5 \$22,029
 - Grades 6-8 \$24,151
 - LLD \$49,336
 - Preschool Disabled \$21,129
- K. Approve the award of copier paper contract to WB Mason as per bid #EDS-NJ-N-10723 under Ed Data Cooperative Management System.
- L. Approve the hourly/daily salaries for the 2022-2023 school year, as per attached.
- M. Approve the attached Resolution regarding unused vacation days for the Superintendent.
- N. Approve the attached Resolution accepting the Food Service Management proposal from The Pomptonian, Inc. for the food service operation for 2022/2023.
- O. Approve the attached food and milk prices for the 2022/2023 school year.
- P. Approve the participation of the Oakland Public Schools in the National School Lunch Program at all schools for the 2022-2023 school year in accordance with the rules and regulations promulgated by the Bureau of Child Nutrition Programs, New Jersey Department of Education.

Motion: _____
(Discussion)

Second: _____

Roll Call Vote:

	(I)	(J)	(K)	(L)	(M)	(N)	(O)	(P)
Ms. Cooper	_____	_____	_____	_____	_____	_____	_____	_____
Mr. Scerbo	_____	_____	_____	_____	_____	_____	_____	_____
Ms. Shelkin	_____	_____	_____	_____	_____	_____	_____	_____
Mr. Mazzilli	_____	_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____	_____	_____

VII. FINANCE (continued)**Mr. Scerbo**
Board Liaison

- Q. Approve the participation of the Oakland Public Schools in the Free and Reduced Price School Lunch Program at all schools, for the 2022-2023 school year in accordance with the regulations and income guidelines of the Bureau of Child Nutrition Programs, New Jersey Department of Education.
- R. **Be It Resolved**, that the Oakland Board of Education approves attendance for the following staff/board members at the New Jersey School Boards Association (NJSBA) Annual Workshop, October 24-26, 2022, Atlantic City, New Jersey, in accordance with Policy #9250, N.J.S.A. 18A:11-12 and N.J.A.C. 6A:23A-7.12:

	Name	Mileage (.35)	Meals	Lodging	Regis- tration	Other	Total
G.1.	Dr. Gina Coffaro	\$102.20	\$147.50	\$226.00	*	\$40.00	\$515.70
	Ms. Annette Wells	\$102.20	\$147.50	\$226.00	*	\$40.00	\$515.70
	Mr. Peter Mazzilli	\$102.20	\$147.50	\$226.00	*	\$40.00	\$515.70
	Mr. Joseph Tumminia	\$102.20	\$147.50	\$226.00		\$40.00	\$515.70
G.2.	Ms. Lisa Cooper	\$102.20	\$147.50	\$226.00	*	\$40.00	\$515.70
G.3.	Mr. John Scerbo	\$102.20	\$147.50	\$226.00	*	\$40.00	\$515.70
G.4.	Ms. Carita Shelkin	\$102.20	\$147.50	\$226.00	*	\$40.00	\$515.70

*Group registration for district Board of Education \$2,100.00 (prepaid)

Motion: _____

Second: _____

(Discussion)

Roll Call Vote: (Q) (R)

Ms. Cooper	_____	_____	_____	_____	_____	_____	_____
Mr. Scerbo	_____	_____	_____	_____	_____	_____	_____
Ms. Shelkin	_____	_____	_____	_____	_____	_____	_____
Mr. Mazzilli	_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____	_____

VIII. TRANSPORTATION**Mr. Mazzilli
Board Liaison**

- A. Approve the contract with Logic 54 Computer Software Program at an annual cost of \$4,188 for the 2022/2023 school year.
- B. Approve the Logic 54 Computer Software Program currently used by the Oakland Board of Education, as the determining factor for purposes of eligibility for mandated transportation during the 2022/2023 school year.
- C. Approve the field trips for students in the Oakland School District for the 2021/2022 school year, as per the attached.
- D. Approve the per seat subscription transportation fee of \$600 (round trip) and \$350.00 (one way) for the 2022/2023 school year.
- E. Approve the family subscription fee of \$1,300 for families with more than two children utilizing subscription busing services for the 2022/2023 school year.

Motion: _____

Second: _____

*(Discussion)***Roll Call Vote:****(A) (B) (C) (D) (E)**

Ms. Cooper	_____	_____	_____	_____	_____	_____
Mr. Scerbo	_____	_____	_____	_____	_____	_____
Ms. Shelkin	_____	_____	_____	_____	_____	_____
Mr. Mazzilli	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____

IX. **POLICY**

Ms. Cooper
Board Liaison

A.

Motion: _____
(Discussion)

Second: _____

Roll Call Vote: **(A)**

Ms. Cooper	_____	_____	_____	_____	_____	_____
Mr. Scerbo	_____	_____	_____	_____	_____	_____
Ms. Shelkin	_____	_____	_____	_____	_____	_____
Mr. Mazzilli	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____

X. AUDIENCE PARTICIPATION

XI. EXECUTIVE SESSION (If Requested)

WHEREAS, The Board of Education must discuss subjects concerning personnel matters, legal issues, and/or contract negotiations concerning the District, and

WHEREAS, the aforesaid subjects are not appropriate subjects to be discussed in a public meeting; and

WHEREAS, the aforesaid subjects to be discussed are within the exemptions which are permitted to be discussed and acted upon in closed executive session pursuant to P.L. 1975, Chapter 231, it is therefore

RESOLVED, that the aforesaid subjects shall be discussed in a closed executive session by this Board and administrative staff at the conclusion of the public segment of this meeting and information pertaining thereto will be made available to the public as soon thereafter as possible and once the reasons for nondisclosure no longer exist.

Estimated Time in
Executive Session _____

Topics: _____

Motion: _____ Second: _____

Roll Call Vote:

Ms. Cooper _____
Mr. Scerbo _____
Ms. Shelkin _____
Mr. Mazzilli _____

Time Entered Executive Session: _____

RETURN TO OPEN SESSION:

Motion: _____ Second: _____

Time Returned to Open Session: _____

ADJOURNMENT:

Motion: _____ Second: _____

Time of Adjournment: _____

Attachments

Minutes:

Buildings & Grounds: Security Drills

Personnel: Substitutes

Regular Education: Enrollment

Special Education:

Finance: Hourly/Daily Salaries
Resolution
Food Service Resolution
Food Service Prices

Transportation: Field Trips

Policy:

ADDENDUM

VII. FINANCE (continued)

Mr. Scerbo
Board Liaison

S. WHEREAS, the General Fund tax levy for the base budget for the Oakland School District was defeated by the voters at the Annual School Election on April 19, 2022; and

WHEREAS, in order to facilitate the municipal review process of the defeated school budget by the Borough of Oakland ("Borough") as set forth N.J.S.A. 18A:22-37, the Oakland Board of Education ("Board") submitted its 2022-2023 proposed budget and required supporting documentation to the Borough for its review; and

WHEREAS, the Board's school district officials consulted with the Borough's municipal officials to resolve the budgetary issues prior to formal action by the Borough; and

WHEREAS, on May 11, 2022, the Borough approved Resolution 22-154 certifying the Board's tax levy for the 2022-2023 school year; and

WHEREAS, the Borough established the local share of the General Fund of the Board's budget for the 2022-2023 school year at \$31,615,461, which represents a reduction of \$116,916 from the budget proposed by the Board; and

WHEREAS, the Borough proposed the following reductions to the Board's former proposed budget:

<u>Account Description</u>	<u>Account No.</u>	<u>Amount</u>
Salaries of Other Professional Staff	11-000-218-104	\$29,998
Salaries	11-000-222-100	\$23,540
Health Benefits	11-000-291-270	\$63,378

Total Tax Levy Reduction	\$116,916
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WHEREAS, the Board has determined to accept the Borough's reduction of \$116,916 from the Board's former proposed budget for the 2022-2023 school year.

NOW, THEREFORE, BE IT RESOLVED that the local share of the General Fund of the Board's budget for the 2022-2023 school year is established at \$31,615,461, which represents a reduction of \$116,916 from the Board's former proposed budget.

BE IT FURTHER RESOLVED, that the School Business Administrator/Board Secretary is hereby requested to establish the local share of the General Fund of the Board's budget for the 2022-2023 school year at \$31,615,461, which represents a reduction of \$116,916 from the Board's former proposed budget; and

BE IT FURTHER RESOLVED, that the School Business Administrator/Board Secretary is requested to make the following revisions the Board's former proposed budget for the 2022-2023 school year:

<u>Account Description</u>	<u>Account No.</u>	<u>Amount</u>
Salaries of Other Professional Staff	11-000-218-104	\$29,998
Salaries	11-000-222-100	\$23,540
Health Benefits	11-000-291-270	\$63,378
Total Tax Levy Reduction		\$116,916

BE IT FURTHER RESOLVED, that the School Business Administrator/Board Secretary is hereby requested to submit the Board's revised budget for the 2022-2023 school year to the Interim Executive County Superintendent and take any other action that may be required consistent with the terms of this Resolution.

Motion: _____

Second: _____

(Discussion)

Roll Call Vote: (S)

Ms. Cooper	_____	_____	_____	_____	_____	_____	_____	_____
Mr. Scerbo	_____	_____	_____	_____	_____	_____	_____	_____
Ms. Shelkin	_____	_____	_____	_____	_____	_____	_____	_____
Mr. Mazzilli	_____	_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____	_____	_____