

THE OAKLAND PUBLIC SCHOOLS

Office of the Superintendent

and

Secretary of the Board

BOARD OF EDUCATION

Special Meeting/Regular Monthly Meeting

Administration Office

7:00 PM

MEMBERS OF THE BOARD

Ms. Cooper

Mr. Gaffney

Mr. Mazzilli

Mr. Scerbo

Ms. Shelkin

Dr. Gina M. Coffaro, Superintendent of Schools

Ms. Annette Wells, Business Administrator/Board Secretary

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

Next Regular Monthly Meeting:

To Be Determined

Administration Office

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 February 18, 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, rise, sign in, and 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. Gaffney	_____	_____	_____
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.

SPECIAL MEETING – BUDGET HEARING

I. PURPOSE OF THE MEETING

**Carita
Shelkin
Board
President**

This Special Meeting has been called, as required by law, as a Public Hearing on the proposed School Budget for the 2022/2023 school year. It is intended to provide the public with information concerning the budget and to answer any questions there may be on that subject. At the conclusion of the hearing, the Board of Education will deliberate, as needed, and take action to adopt a proposed budget for the 2022/2023 school year. The tax levy will be submitted to the voters on April 19, 2022.

II. 2022/2023 BUDGET PRESENTATION

Ms. Wells will present 2022/2023 Budget.

III. AUDIENCE PARTICIPATION

Mr. Scerbo
Board Liaison

REGULAR MONTHLY MEETING

Report of the Superintendent of Schools

I. MINUTES

- A. Approve the minutes of the Work Session of February 15, 2022.
- B. Approve the minutes of the Regular Monthly Meeting of February 15, 2022.

Motion: _____ Second:
(Discussion)

Roll Call Vote:

(A) (B)

Ms. Cooper	-----
Mr. Gaffney	-----
Mr. Mazzilli	-----
Mr. Scerbo	-----
Ms. Shelkin	-----

II. BUILDINGS AND GROUNDS

Mr. Mazzilli
Board Liaison

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

Motion: _____ Second:

(Discussion)

Roll Call Vote: **(A)**

Ms. Cooper	-----
Mr. Gaffney	-----
Mr. Mazzilli	-----
Mr. Scerbo	-----
Ms. Shelkin	-----

III. PERSONNEL

Mr. Mazzilli
Board Liaison

- A. Accept the retirement of Ms. Kathy Capela, teacher at Valley Middle School, effective July 1, 2022.
- B. Accept the retirement of Ms. Carla Candelmo, teacher at Heights School, effective July 1, 2022.
- C. Accept the resignation of Ms. Tiffany Tilli, teacher at Valley Middle School, effective April 18, 2022.
- D. Accept the resignation of Ms. Filomena Pelish, Aide at Dogwood Hill, effective March 21, 2022.
- E. Approve the appointment of Ms. Marie Heddy as a Lunch Aide at Dogwood Hill School for the remainder of the 2021-2022 school year, effective April 4, 2022 contingent upon satisfactory completion of all employment obligations.
- F. Approve the appointment of Ms. Charlee Serpa as a Part Time Classroom Aide at Heights School for the remainder of the 2021-2022 school year, effective March 21, 2022. All employment obligations have been met.
- G. Approve the appointment of Mr. Joel Noonan as the Music Teacher at Valley Middle School at an annual salary of \$58,441 (Step 1/BA), effective September 1, 2022. This is a tenure track position. This appointment is contingent upon satisfactory completion of all employment obligations.
- H. Approve the appointment of Ms. Meredith Farley as a Speech/Language Therapist at Valley Middle School at a pro-rated annual salary of \$61,001 (Step 1/MA), effective April 18, 2022. This is a tenure track position. This appointment is contingent upon satisfactory completion of all employment obligations.

Motion: _____ Second: _____
(Discussion)

Roll Call Vote:

(A) (B) (C) (D) (E) (F) (G) (H)

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

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

- I. Approve the appointment of Ms. Callie Stabile as a Leave Replacement School Counselor at a pro-rated annual salary of \$58,851 (Step 0/MA), effective March 15, 2022. All employment obligations have been met. Ms. Stabile is a leave replacement for Ms. Lauren Binder. Ms. Stabile will shadow Ms. Binder for three days prior at the daily substitute teacher rate of pay.
- J. Approve Ms. Kelsey Bunker as a Leave Replacement at Dogwood Hill School at a pro-rated annual salary of \$55,296 (Step 0/BA), effective March 21, 2022. Ms. Bunker has been the daily substitute for Ms. Enright.
- K. Approve Ms. Rachel Cohen McKenna to shadow Ms. Diane Daleo on Friday, March 11, 2022 at the substitute rate of pay.
- L. Amend the dates requested by Ms. Kelly Enright for a leave. NJFLA unpaid with benefits, starting March 21, 2022 through May 6, 2022. Ms. Enright plans on returning to District on May 9, 2022.
- M. Approve the following staff members as mentors for the remainder of the 2021-2022 school year:
- Ms. Jennifer Doyle will mentor Ms. Lauren Larcara
Ms. Erin Bassett will mentor Ms. Victoria Huizing
- N. Approve the following student teachers for Fall 2022:

Name	College	School Assignment
Elizabeth Tullo	WPU	Juliet Letz/Manito
Jenna Abreu	WPU	KarenMastrofilipo/VMS
Kayleigh Morpeth	WPU	Jason Clark/VMS

Motion: _____ Second:
(Discussion)

Roll Call Vote: (I) (J) (K) (L) (M) (N)

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

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

- O. Approve an additional four sessions of the Bowling Club at the \$57.08 per session for both Mr. Jake Gursaly and Ms. Amy Marion.
- P. Acknowledge the following days without pay

Name	School	Docked Dates
Debbie O'Dell	VMS	March 25
Jessica Gilbert	Manito	3/11, 3/23
Mary Richter	VMS	Feb 17, 18
Christina Knubel	Dogwood	Feb 28, March 1, 3 (0.5), 8 (0.5), 9 (0.5), 10 (0.5), 11 (0.5), 14, 18 (0.5), 21 15, (0.5), 22, 25
Leni Palmieri	Manito	March 22
Nicole Ivelja	Manito	March 9, 25
Kiley Kesenheimer	Manito	March 11, 18
Lisa Silverstein	Manito	March 22
Dolores Baills	Heights	March 2
Jena Boomhower	VMS	May 11, 12, 13
Val Mulieri	VMS	May 12, 13
Selena Guller	VMS	March 18 (3.17 hrs)

- Q. 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: _____ Second: _____
(Discussion)

Roll Call Vote: (O) (P) (Q)

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

III. **PERSONNEL (continued)**

Mr. Mazzilli
Board Liaison

- R. Approve the request of Ms. Minerva Pascual to extend her Board Leave through the remainder of the 2021-2022 school year.
- S. Amend the leave request for Ms. Mary Burns. Beginning FMLA on February 28 in conjunction with 28 sick days through April 19, 2022. Beginning April 20, 2022, NJFLA, unpaid with benefits, through June 10, 2022. Ms. Burns plans on returning to work on June 13, 2022.

Motion: _____ Second:
(Discussion)

Roll Call Vote: **(R) (S)**

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

IV. REGULAR EDUCATION

Ms. Cooper
Board Liaison

- A. Approve the HIB Report for the period of February 16, 2022 through March 22, 2022 follows:

Number of HIB Investigations	- 5 -
Number of Affirmed HIB Incidents	- 0 -

Motion: _____ Second:
(Discussion)

Roll Call Vote: (A)

Ms. Cooper	-----
Mr. Gaffney	-----
Mr. Mazzilli	-----
Mr. Scerbo	-----
Ms. Shelkin	-----

V. SPECIAL EDUCATION

**Mr. Gaffney
Board Liaison**

- A. Approve the signed Agreement between the District and Lisa Macaluso, OTR/L, to provide Occupational Therapy Services, including student evaluation, consultation and treatment, for the 2021/2022 school year.
- B. Approve the Agreement with Valley Health System/Valley Medical Group to administer the Hepatitis B vaccine series of three shots to nine District employees at a cost of \$75.00 per shot for a total cost of \$225.00 per employee.
- C. Approve two Contracts with Bergen County Special Services for an Occupational Therapy Evaluation and a Speech/Language Evaluation for one out-of-district student, resident school Dogwood Hill Elementary School, cost not to exceed \$790 per evaluation.
- D. Approve two Contracts with Bergen County Special Services for an Occupational Therapy Evaluation and a Speech/Language Evaluation for one out-of-district student, resident school Dogwood Hill Elementary School, cost not to exceed \$790 per evaluation.
- E. Approve the Client Agreement with Above and Beyond Learning Group for an additional 10 hours of parent training services from March 15, 2022 through June 20, 2022 for one family, resident school Manito Elementary School.

Motion: _____ Second:

(Discussion)

Roll Call Vote:

(A) (B) (C) (D) (E)

Ms. Cooper

Mr. Gaffney

Mr. Mazzilli

Mr. Scerbo

Ms. Shelkin

V. SPECIAL EDUCATION Mr. Gaffney
Board Liaison

F. Approve the Summer Learning Academy Program as follows:

Summer Learning Academy Dates	July 5 -July 21, 2022 The District is closed on Fridays. Location: Valley Middle School
Summer Program and Hours	Preschool Session 1a: 8:30 a.m. – 10:00 a.m. Session 1b: 8:30 a.m. - 10:00 a.m. Session 2: 10:30 a.m. -12:00 p.m. 2nd Grade LLD 9:00 a.m. -12:00 p.m. 4th Grade LLD 9:00 a.m. - 12:00 p.m. 6th and 7th Grade LLD 9:00 a.m. - 12:00 p.m. English Language Learners 8:00 a.m. - 1:00 p.m. Multisensory Reading 8:00 a.m. - 1:00 p.m. Mathematics 8:00 a.m.-1:00 p.m. Nurse 8:00 a.m. to 1:00 p.m.
Related Services for Summer Program	Occupational Therapy - 3 hours per wk. Physical Therapy - 3 hours per wk. Speech/Language Therapy - 6 hours per wk.
Substitutes Needed	Nurse, Teachers, Student Aides

Motion: _____ Second:

(Discussion)

Roll Call Vote: (F)

Ms. Cooper	-----
Mr. Gaffney	-----
Mr. Mazzilli	-----
Mr. Scerbo	-----
Ms. Shelkin	-----

VI. FINANCE**Mr. Scerbo**
Board Liaison

- A. Resolved that the Oakland Board of Education adopt the following School District Budget for the 2022-2023 School Year for submission to the voters and hereby authorizes the School Business Administrator to submit the proposed budget and required supporting documentation to the Bergen County Superintendent of Schools for approval:

	<u>Budget</u>	<u>Local Tax Levy</u>
Total General Fund	\$35,971,439	\$31,732,377
Total Special Revenue Fund	\$ 1,252,008	-0-
Total Debt Service Fund	\$ 106,335	\$ 69,980
Totals	\$37,329,782	\$31,802,357

Be it further resolved that \$1,125,500 will be withdrawn from the District's Capital Reserve for bathroom renovations at Valley Middle School and the renovation of locker rooms at Heights Elementary School and

Be it further resolved that a withdrawal will be made from the Maintenance Reserve in the amount of \$572,600 for office and cafeteria renovations at Dogwood Hill Elementary, fire alarm upgrades at Heights Elementary, replace steam room floor at Valley Middle School, floor refinishing and building entry upgrades in all four district schools,

- B. Resolved that there should be raised for General Fund School District Tax Levy \$31,732,377, for the ensuing FY 2022-2023 School Year.

Motion: _____ Second:

(Discussion)

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

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

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

- C. Approve the February 2022 certified gross (net & agency) payroll in the amount of \$1,827,512.36.
- D. Approve the Board Secretary's certification to the Oakland Board of Education that, as of February 28, 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.
- E. Approve the payment of the list of bills with the run date of March 30, 2021 which in proper legal form and subject to audit, provided funds are available in their respective accounts.
- F. Approve the February 2022 Budget appropriation transfers.
- G. Approve the Board Secretary's Financial Report for the month of February 2022.
- H. Approve the Treasurer of School Monies Report for the month of February 2022.
- I. Approve staff participation in professional conferences/workshops outside the District, as per the attached.
- J. Approve the contract with Lightpath for internet, voice and DDoS services for the 2022-23 school year at the annual cost of \$158,256 under ESCNJ Contract #18/19-46 and #19/20-30.
- K. Approve McCloskey Mechanical Contractors, Inc. to perform HVAC Upgrades at Heights Elementary through Hunterdon County Co-Op #HCEC-SER-21A in the amount of \$35,750. (\$30,445 will be paid through the SDA Grant).

Motion: _____ Second: _____

*(Discussion)***Roll Call Vote:** **(C)** **(D) (E) (F) (G) (H) (I) (J) (K)**

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

VII. TRANSPORTATION**Mr. Gaffney
Board Liaison**

- A. Approve that It Be Resolved that the Oakland Board of Education does hereby approve an agreement with the Region1/Mahwah Board of Education, a Coordinated Transportation Services Agency, for the purpose of transporting students in accordance with Chapter 53, P.L. 1997 for the 2022/2023 school year. The services to be provided include, but are not limited to, the coordinated transportation of public nonpublic and special education students.

Be It Further Resolved, that the Oakland Board of Education agrees to abide by the Transportation Services Agreement as published by the Region 1/Mahwah Board of Education and attached to this Agenda.

- B. Approve the field trips for students in the Oakland School District for the 2021/2022 school year, as per the attached.

Motion: _____ Second:
(Discussion)

Roll Call Vote: (A) (B)

Ms. Cooper	-----	-----
Mr. Gaffney	-----	-----
-----	Mr. Mazzilli	-----
	-----	-----
Mr. Scerbo	-----	-----
Ms. Shelkin	-----	-----

VIII. POLICY

Ms. Cooper
Board Liaison

A.

Motion: _____ Second:
(Discussion)

Roll Call Vote: (A)

Ms. Cooper	-----
Mr. Gaffney	-----
Mr. Mazzilli	-----
Mr. Scerbo	-----
Ms. Shelkin	-----

IX. AUDIENCE PARTICIPATION

X. 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. Gaffney _____
 Mr. Mazzilli _____
 Mr. Scerbo -----
 Ms. Shelkin -----

Time Entered Executive Session: _____

RETURN TO OPEN SESSION:

Motion: _____ Second:

Time Returned to Open Session: _____

ADJOURNMENT:

Motion: _____ Second:

Time of Adjournment: _____

Attachments

Minutes:	Work Session – 2/15/22 Regular Monthly Meeting – 2/15/22
Buildings & Grounds:	Safety Drills
Personnel:	Substitutes
Regular Education:	Enrollment
Special Education:	
Finance:	Conferences/Workshops
Transportation:	Field Trips
Policy:	