

THE OAKLAND PUBLIC SCHOOLS

Office of the Superintendent
and
Secretary of the Board

BOARD OF EDUCATION
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:
February 15, 2022
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 January 10, 2022 in the Municipal Building, the Board Offices, all school offices and copies sent to newspapers serving Oakland: The Record. 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.

Report of the Superintendent of Schools

January – School Board Recognition Month

To Our Board Members: Thank You for Serving Your Community

Ms. Carita Shelkin

Mr. Peter Mazzilli

Ms. Lisa Cooper

Mr. James Gaffney

Mr. John A. Scerbo

Kindergarten Registration

January 25, 26, & 27, 2021 On-Line Registration

I. MINUTES

- A. Approve the minutes of the Work Session of December 14, 2021.
- B. Approve the minutes of the Executive Session of the Work Session of December 14, 2021.
- C. Approve the minutes of the Regular Monthly Meeting of December 14, 2021.
- D. Approve the minutes of the Executive Session of the Regular Monthly Meeting of December 14, 2021.

Motion: _____
(Discussion)

Second: _____

Roll Call Vote:

	(A)	(B)	(C)	(D)		
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 December.

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. Suzanne Hartsuiker, Music Teacher, effective July 1, 2022.
- B. Accept the resignation of Ms. Melissa Spring, full time classroom aide at Manito, effective January 15, 2022.
- C. Accept the resignation of Ms. Andjela Ljusic, classroom aide at Dogwood Hill, effective January 8, 2022.
- D. Accept the resignation of Ms. Carol Bernal, Speech/Language Therapist at Valley Middle School, effective March 5, 2022.
- E. Approve the appointment of Ms. Jennifer Grutta as a Grade 4 Leave Replacement at Manito School starting February 28, 2022 through the end of the 2021-2022 school year at a pro-rated salary of \$55,296, BA/Step 0. This appointment is contingent upon satisfactory completion of all employment obligations. Ms. Grutta will be taking place of Ms. Sara Telford.
- F. Approve Ms. Grutta to shadow Ms. Telford for three days prior to the February break as a substitute at the substitute daily rate of pay.
- G. Approve Ms. Larcara to shadow Ms. Burns for three days prior to the February break as a substitute at the substitute daily rate of pay.
- H. Approve the revision of Ms. Mallory Fuentes' NJFLA to reflect her return to the district on January 3, 2022.
- I. Approve Ms. Remy (Leave Replacement for Ms. Fuentes) to work for a five day overlap at her previously agreed salary upon the return of Ms. Fuentes.
- J. Approve the request of Ms. Minerva Pascual for Board Leave starting January 14, 2022 through April 1, 2022. Ms. Pascual plans to return to work on April 4, 2022.

Motion: _____
(Discussion)

Second: _____

Roll Call Vote:

	(A)	(B)	(C)	(D)	(E)	(F)	(G)	(H)	(I)	(J)
Ms. Cooper	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
Mr. Gaffney	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
Mr. Mazzilli	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
Mr. Scerbo	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
Ms. Shelkin	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____

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

- K. Approve the request of Mr. Stephen Raybeck for Board Leave starting January 17, 2022 through March 3, 2022 (pending his request for disability retirement).
- L. Approve the request of Ms. Brittany Pobanz for Board Leave starting March 14, 2022 through March 31, 2022. Ms. Pobanz will return to work on April 1, 2022.
- M. Approve the request of Ms. Michelle Andrawis for Board Leave starting February 10, 2022 through April 1, 2022. Starting April 4, 2022, Ms. Andrawis will be on intermittent leave working Tuesdays and Thursdays through May 20, 2022. Ms. Andrawis plans on returning to work on May 23, 2022.
- N. Approve the request of Ms. Ashley Onembo for FMLA starting on or about April 26, 2022 using 40 sick days through on or about June 21, 2022, paid with benefits. Starting on or about June 22, 2022 continue with NJFLA, unpaid with benefits, through on or about November 18, 2022. Ms. Onembo plans on returning to the District on or about November 21, 2022.
- O. Approve the request of Ms. Lauren Binder for FMLA, starting on or about March 15, 2022, using 41 sick days through on or about May 17, 2022, paid with benefits. Starting on or about May 18, 2022 continues with NJFLA, unpaid with benefits, through on June 24, 2022. Ms. Binder plans on returning to the District September 1, 2022.
- P. Approve Mr. Robert Albano as a track and field coach at Valley Middle School for the 2021-2022 school year. (This is a stipend position.)
- Q. Approve the appointment of Ms. Megan Hartwell as a full time aide at an hourly salary of \$17.50 at Manito School, effective on or about February 1, 2022. Ms. Hartwell will also ride the bus and voucher that time at the hourly rate of \$16.00. This appointment is contingent upon satisfactory completion of all employment obligations.

Motion: _____
(Discussion)

Second: _____

Roll Call Vote: **(K) (L) (M) (N) (O) (P) (Q)**

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

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

- R. Approve Ms. Kayla Rock to work as a cafeteria aide between 11:07 am and 12:27 pm prior to her classroom aide position, effective January 10, 2022. This is in effect for the remainder of the 2021-22 school year. Ms. Rock will voucher this additional time.
- S. Approve Ms. Deborah O'Dell to work additional hours as a preschool bus aide and preschool aide as needed during the 2021-2022 school year.
- T. Approve Ms. Dolores Baills to work additional hours as a preschool aide as needed during the 2021-22 school year.
- U. Approve Ms. Joann Mital to work additional hours as needed in the preschool afternoon program during the 2021-2022 school year.
- V. Approve Ms. Jackie DiMattina as a mentor for Ms. Toni Marinella for the remainder of the 2021-22 school year.
- W. Approve the appointment of Mr. Richard Smith as a (.5) long term substitute custodian at a pro-rated salary of \$19,152 (Step 0). This appointment is contingent upon satisfactory completion of all employment obligations.

X. Approve the following leaves without pay:

Name	Dates
Christina Knubel	December 9, 10, 15, 16, 20 January 4, 5, 12, 13, 14
Katherine Brennan	December 22 January 5
Josias Lezama	January 3, 4, 5, 6, 7
Stephen Raybeck	January 14 (.5)
Alyssa Buske	January 5, 6
Nicole Ivelja	January 12 (.5)
Mary Richter	January 11, 12, 13, 14

Motion: _____
(Discussion)

Second: _____

Roll Call Vote: (R) (S) (T) (U) (V) (W) (X)

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

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

- Y. Approve the appointment of Ms. Katrina Erli as a Full Time Physical Education Teacher in the District, effective February 1, 2022 at a pro-rated annual salary of \$63,316 (Step 4/BA). Benefits accompany this appointment. Ms. Erli has been a part time teacher since April 2017.
- Z. Accept the resignation of Mr. Bibars Bakmaz, custodian, effective February 1, 2022.
- AA. Approve the appointment of Mr. Chris Matteo, custodian, effective on or about February 1, 2022 at a pro-rated annual salary of \$38,304 (Step 0). This appointment is contingent upon satisfactory completion of all employment obligations.
- BB. Approve the appointment of the following daily substitute personnel, including teachers, nurses, teacher aides, playground/cafeeteria 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: (Y) (Z) (AA) (BB)

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 December 15, 2021 through January 18, 2022 follows:

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

Motion: _____
(Discussion)

Second: _____

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**

- A. Approve the ELL Three Year Plan 2021-2024 for submission to the NJ Department of Education.
- B. Approve the Annual Contract for One to One Assistant 2021-2022 school year with Bergen County Special Services beginning *waiting for BCSS to confirm* to June 30, 2022, for one student, resident school Dogwood Hill Elementary School.
- C. Approve West Bergen Mental Healthcare to present Virtual Parent University Workshops for the Oakland Public Schools at 7:00pm for the 2021/2022 school year at the cost of \$150.00 per Workshop:
December 9, 2021 - School Based Anxiety
February 10, 2022 - Digital Citizenship
April 28, 2022 - Parenting Strategies
- D. Approve the revised Contract with Bergen County Special Services for extended school year academic summer home instruction services for one student, resident school Heights Elementary School, academic services to be provided from August 1, 2021 to August 31, 2021, three hours per day for a maximum of 15 hours per week, amount not to exceed \$9,000.00.
- E. Approve the Contract with Bergen County Special Services for an Augmentative Communication Assessment and report for one out-of-district student, resident school Heights Elementary School, amount not to exceed \$975.00.
- F. Approve the extension of Ms. Holly Weinstock as a Speech/Language Therapist for one student, resident school Valley Middle School, for one hour per week at the rate of \$100.00 per hour, from December 1, 2021 until April 1, 2022.
- G. Approve the Client Agreement with Above and Beyond Learning Group for continuation of behavior consultative services from February 1, 2021 through February 28, 2022 for one student, resident school Manito Elementary School.

Motion: _____
 (Discussion)

Second: _____

Roll Call Vote:

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

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

- A. Approve the December 2021 certified gross (net & agency) payroll in the amount of \$1,878,381.49.
- B. Approve the Board Secretary's certification to the Oakland Board of Education that, as of December 2021 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 list of bills with the run date of January 19, 2022, 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 December 2021.
- E. Approve the Board Secretary's Financial Report for the month of December 2021.
- F. Approve the Treasurer of School Monies Report for the month of December 2021.
- G. Approve staff participation in professional conferences/workshops outside the District, as per the attached.
- H. Authorize the withdrawal of \$116,500 from unreserved fund balance for the purchase of a new 2023 54 Passenger School Bus.
- I. Approve the purchase of a new 2023 54 Passenger School Bus from Truck King International Bus Sales in the amount of \$116,455, under ESCNJ Contract #20/21-33.

Motion: _____

Second: _____

*(Discussion)***Roll Call Vote:**

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

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

- J. Approve the attached revised hourly/daily salaries to reflect an increase in bus aides from \$14.00 to \$16.00 per hour, effective January 1, 2022.
- K. Approve additional funding under the provisions of Chapters 192/193, Nonpublic Auxiliary and Handicapped Services, in the amount \$48,002.00 for the 2021-22 school year to be allocated as follows:

	<u>Current Additional</u>	<u>Additional Funding</u>	<u>Year to Date</u>
Chapter 192 Compensatory Education	\$25,083.00	\$ 0.00	\$25,083.00
Chapter 192 E.S.L.	\$ 5,481.00	\$ 0.00	\$ 5,481.00
Chapter 192 Total	\$30,564.00	\$ 0.00	\$30,564.00
Chapter 193 Initial Exam And Classification	\$13,262.00	\$19,893.00	\$33,155.00
Chapter 193 Annual Exam And Classification	\$ 3,800.00	\$ 1,900.00	\$ 5,700.00
193 Corrective Speech	\$21,390.00	\$ 0.00	\$21,390.00
Chapter 193 Supplementary Instruction	\$20,650.00	\$ 0.00	\$20,650.00
Chapter 193 Total	\$59,102.00	\$21,793.00	\$80,895.00

- L. Approve the submission of the ESEA Amended application. The amendment was necessary to appropriate unexpended funds from FY21.
- M. Approve the agreements with PSE&G for the Direct Install Program for all four district schools. The program consists of the upgrade to LED lighting in all four district schools and the replacement of five (5) boilers at Valley Middle School. These agreements are contingent upon mutually accepted addendum.

Motion: _____

Second: _____

*(Discussion)***Roll Call Vote:** **(J)** **(K)** **(L)** **(M)**

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

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

- N. Authorize the withdrawal of \$125,000 from unreserved fund balance to offset PSE&G project costs after rebate. This withdrawal will allow the district to maintain a positive cash flow during the payback period.
- O. Approve the lease agreement for 13 replacement Savin copiers and one new Savin copier with Atlantic Business Products for a sixty month period under NJ State Contract #40467, as per the attached.

Motion: _____

Second: _____

*(Discussion)***Roll Call Vote:** **(N)** **(O)**

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

VII. **TRANSPORTATION**

Mr. Gaffney
Board Liaison

Motion: _____
(Discussion)

Second: _____

Roll Call Vote: **(A)**

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

VIII. **POLICY**

Ms. Cooper
Board Liaison

Motion: _____
(Discussion)

Second: _____

Roll Call Vote:

(A) (B) (C)

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 – 12/14/21 Regular Monthly Meeting – 12/14/21
Buildings & Grounds:	Safety Drills
Personnel:	Substitutes
Regular Education:	Enrollment
Special Education:	
Finance:	Conferences/Workshops Revised Hourly/Daily Salaries Atlantic Business Products
Transportation:	
Policy:	