

THE OAKLAND PUBLIC SCHOOLS

Office of the Superintendent
and
Secretary of the Board

BOARD OF EDUCATION
Regular Monthly Meeting
Valley Middle School
7:00 PM

MEMBERS OF THE BOARD

Ms. Cooper
Ms. Kilday
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:
October 18, 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 September 7, 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	_____	_____	_____
Ms. Kilday	_____	_____	_____
Mr. Scerbo	_____	_____	_____
Ms. Shelkin	_____	_____	_____
Mr. Mazzilli	_____	_____	_____

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

I. MINUTES

- A. Approve the minutes of the Regular Monthly Meeting of August 16, 2022.

MINUTES

Motion: _____
(Discussion)

Second: _____

Roll Call Vote:

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

II. BUILDINGS AND GROUNDS**Ms. Shelkin**
Board Liaison

- A. Approve the monthly schedule of Safety Drills in all District Schools for the 2022-2023 school year as follows. These safety drills are in addition to one fire drill per month at each school.

September	Tornado and Lockdown
October	Evacuation - Non-Fire
November	Active Shooter
December	Lockdown
January	Bomb Threat
February	Active Shooter
March	Lockdown
April	Evacuation - Non-Fire
May	Bomb Threat
June	Shelter on Site
July*	Tornado
	(*Suggested drill for any Summer Programs, as required.)

- B. Approve the lease amount of \$10,000 per year between the Oakland Board of Education and the Wyckoff YMCA for the operation of the Before Care/After Care Program in the Oakland Schools for the 2022-2023 and 2023-2024 school years.
- C. The Oakland Board of Education approves the submission of Exhaust Fan Replacement at Valley Middle School by LAN Associates to the State of New Jersey, Department of Education. The Board will not be seeking an SDA Grant for this project as part of the submission. This project was included in the 2019 Long Range Facilities Plan list of projects to be completed, and therefore, the Long Range Facilities Plan does not need to be revised.

BUILDINGS AND GROUNDS (continued)**Ms. Shelkin**
Board Liaison

- D. The Oakland Board of Education approves the submission of Exhaust Fan Replacement at Manito Elementary School by LAN Associates to the State of New Jersey, Department of Education. The Board will not be seeking an SDA Grant for this project as part of the submission. This project was included in the 2019 Long Range Facilities Plan list of projects to be completed, and therefore, the Long Range Facilities Plan does not need to be revised.

BUILDINGS AND GROUNDS ITEMS A through D

Motion: _____
(Discussion)

Second: _____

Roll Call Vote:

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

III. PERSONNEL**Mr. Scerbo
Board Liaison**

- A. Accept resignation of Ms. Kristin Carr effective September 1, 2022.
- B. Accept the resignation of Peter Monahan effective September 1, 2022. Mr. Monahan was a classroom aide at Valley Middle School.
- C. Approve the appointment of the following Valley Middle School teachers as chaperones for students participating in the overnight Grade 7 Frost Valley trip on September 21–23, 2022. Salary payment will be consistent with the stipend for overnight trip supervision contained within the Employment Agreement between the Board of Education and the Oakland Education Association and upon submission of an approved voucher:

Mr. Jason Clark	Mr. Leonard Parra	Ms. Alea Mayer Costa
Mr. Saul Gondelman	Mr. Mark Sinclair (trip coordinator)	Ms. Jill Padovano
Mr. Jake Gursaly	Ms. Elizabeth Connolly	Ms. Lauren Russo
Mr. Kevin Jacobsen	Ms. Jill Jeune	Ms. Nicole Schussler
Sam Contreras	Ms. Amy Marion	Ms. Emily Smolenski

- Ms. Christiano (administrator)
- Ms. Della Iacono (nurse)

Alternates for the trip: no alternates available.

- D. Approve Traci Flannery as a part time classroom aide at Heights. Ms. Flannery will be paid at a rate of \$16.25 per hour. This appointment is contingent upon satisfactory completion of all employment obligations.
- E. Approve Michael Proth as a custodian Step 1 \$39,896 effective on or about October 1, 2022 replacing Aneudy Gonzalez. This appointment is contingent upon satisfactory completion of all employment obligations.
- F. Approve the transfer of Sam Contreras from a Part time classroom aide at Dogwood Hill Elementary School to a full time classroom aide at Valley Middle School at an hourly rate of \$17.75 per hour effective September 1, 2022. Mr. Contreras is replacing Mr. Peter Monahan.
- G. Approve Mr. Sam Contreras as a bus aide at an hourly rate of \$16 effective on or about September 6, 2022.
- H. Approve Mr. Stan Saja as an after school aide for school based clubs and activities on an as needed basis. Mr. Saja will be paid at an hourly rate of \$17.75 upon submission of an approved voucher.

PERSONNEL (continued)**Mr. Scerbo**
Board Liaison

- I. Approve the appointment of daily substitute personnel, including teachers, nurses, classroom aides, playground/cafeteria aides, secretaries, bus aides, vehicle drivers, and custodians for the 2022-2023 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.
- J. Approve the attached list of mentor/novice teachers for the 2022-2023 school year.
- K. Approve the submission of the use of Paraprofessional Staff for the 2022-2023 school year Statement of Assurance to the County Office.
- L. Approve the following home instruction teachers for the 2022-2023 school year at the rate of \$60.00 per hour upon submission of an approved voucher.

Ms. Jody Diaz	Ms. Ruth Kokkinakis	Ms. Kimberly Seisz
Mr. William Kobb	Ms. Tara Reischel	

- M. Amend the appointment of Annie Casamento from school nurse at Heights Elementary School to long term substitute through September 30, 2022. Thereafter, Ms. Casamento will be a per diem substitute for the remainder of the 2022-23 school year at a daily rate of \$200.
- N. Acknowledge the following employees' days without pay as listed below:

Name	School	Dates
Nicole Ivelja	Dogwood	9/6/22, 9/7/22
Christina Knubel	Dogwood	9/19/22-9/23/22
Christina Barbour	Heights	11/9/22
Janet Leogrande	Manito	12/6/22

- O. Rescind the request from Ashley Morocco for 0.5 of a day unpaid leave on November 9, 2022.

PERSONNEL (continued)**Mr. Scerbo**
Board Liaison

P. Revise the salary for the unaffiliated staff members as listed below:

Last Name	First Name	Job Title	Location	Salary	Pensionable Stipend	Total
McMinn	Gerald	Grounds	District	\$67,956	\$1,500	\$69,456
Santiago	Paul	Technology	BO	\$101,970	\$500	\$102,470

PERSONNEL ITEMS A through P

Motion: _____
(Discussion)

Second: _____

Roll Call Vote:

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

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

- A. Approve the HIB Report for the period of July 20, 2022 through September 20, 2022 as follows:
- Number of HIB Investigations - 1 -
Number of Affirmed HIB Incidents - 0 -
- B. Approve the attached list of afterschool clubs and advisors at Valley Middle School for the 2022-2023 school year.
- C. Approve the registration and virtual participation for the New Jersey Consortium for Gifted and Talented Programs (NJCGTP) "Virtual Fall Nature Scavenger Hunt Challenge Grades K-8", for 14 elementary school Workshop students (Dogwood = 2, Heights = 7, Manito = 5), four teams at a cost of \$50 per team, total cost \$200.00.
- D. Approve the Uniform State Memorandum of Agreement between Education and Law Enforcement Officials update for the 2022-2023 school year.

REGULAR EDUCATION ITEMS A through D

Motion: _____
(Discussion)

Second: _____

Roll Call Vote:

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

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

- A. Rescind the Contract with Priority Nursing Services for a 1-1 nurse for one out-of-district student, resident school Heights Elementary, for the remainder of the 2022-2023 school year (September to June) approved at the June 28, 2022 Board meeting.
- B. Approve the Contract for the 2022-2023 school year with Mari Care LLC d/b/a BrightStar Care of Wayne and Fair Lawn for a 1-1 nurse for one out-of-district student, resident school Heights Elementary, at the rates of LPN at \$75.00 per hour and RN at \$95.00 per hour.
- C. Approve the Settlement Agreement and Release from September 1, 2022 to June 30, 2023 between the District and one student, resident school Heights Elementary.
- D. Approve the 2022-2023 school year out-of-district placement for one student, resident school Heights Elementary School, to attend Franklin Lakes Colonial Road CAPS Program for the 2022-2023 regular school year starting September 6, 2022.
- E. Approve the 2022-2023 school year out-of-district placement for one student, resident school Dogwood Hill Elementary School, to attend the E-REALM program at Peter Cooper Elementary School in Ringwood, New Jersey, for the 2022-2023 school year starting September 12, 2022.
- F. Approve the 2022-2023 school year out-of-district placement for one student, resident school Manito Elementary School, to attend Franklin Lakes Colonial Road CAPS Program for the 2022-2023 school year starting September 19, 2022.
- G. Approve the Annual Contract with Bergen County Special Services for One to One Assistant 2022-2023 for one student, resident school Dogwood Hill Elementary School.
- H. Approve the Applied Behavioral Analysis Parent Training Agreement with Region II (Pascack Valley Council for Special Education) to provide parent training workshops on an as needed basis for the period July 1, 2022 to June 30, 2023.

SPECIAL EDUCATION ITEMS A through H

Motion: _____
(Discussion)

Second: _____

Roll Call Vote:

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

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

- A. Approve the August 2022 certified gross (net & agency) payroll in the amount of \$407,214.93.
- B. Approve the Board Secretary's certification to the Oakland Board of Education that, as of August 31, 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,
- C. 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.
- D. Approve the payment of the attached list of bills in the amount of \$2,195,870.89 which in proper legal form and subject to audit, provided funds are available in their respective accounts.
- E. Approve the school year 2022-2023 Budget appropriation transfers for the month ending August 31, 2022.
- F. Approve the Board Secretary's Financial Report for the month ending August 31, 2022.
- G. Approve the Treasurer of School Monies Report for the month ending August 31, 2022.
- H. Approve Methfessel & Werbel, P.C. for legal services at the following rates:
- Partner: \$175/hr.
Associate: \$155/hr.
Estimated Annual \$20,000
- I. Approve the following Fall 2022 Curriculum Writing at \$43.98 per hour.

Curriculum	# of Staff Needed	Hours	Total Costs
Instrumental Music	1	20	\$879.60
Band	1	20	\$879.60
String	1	20	\$879.60

- J. Accept, with appreciation, the donation of \$14,500 from the Dogwood Hill PTO as per the attached Beautification and Outdoor learning space Proposal.
- K. Accept, with appreciation, the donation of 400 school supply boxes from Staples of Oakland for Heights Elementary School students and teachers.

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

- L. Accept, with appreciation the donation of two boxes of school supply donations from the Dollar Tree of Oakland for Heights Elementary School students and teachers.
- M. Accept, with appreciation, the donation of \$9,800 from the Manito PTO for the Outdoor Classroom Project.
- N. Approve the use of the following staff members of their personal automobile on the Valley Middle School Overnight Frost Valley trip September 21-23, 2022 for Grade 7 students. Such usage is necessary as an emergency onsite vehicle to transport injured or ill students or staff onsite or to a medical facility for lodge inspections, to transport medications and records, to deliver misplaced luggage, and other tasks requiring automobile use.
- Jacqueline Christiano
 - Mark Sinclair
- O. Approve staff participation in professional conferences/workshops outside the District, as per the attached.
- P. Approve the agreement with William Paterson University for three Professors in Residence for the 2022-2023 school year in the amount of \$30,000. This program will be funded with ARP ESSER III funds.

FINANCE ITEMS A through P

Motion: _____
(Discussion)

Second: _____

Roll Call Vote:

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

VII. TRANSPORTATION

Ms. Kilday
Board Liaison

A.

TRANSPORTATION ITEMS A through

Motion: _____
(Discussion)

Second: _____

Roll Call Vote:

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

VIII. POLICY

Ms. Cooper
Board Liaison

A.

POLICY ITEMS A through

Motion: _____
(Discussion)

Second: _____

Roll Call Vote:

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

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 _____
Ms. Kilday _____
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:	Regular Monthly Meeting – August 16, 2022
Buildings & Grounds:	
Personnel:	Mentor/Novice Teacher Daily Substitutes Enrollment
Regular Education:	Valley Middle School afterschool clubs and advisors
Special Education:	
Finance:	August 2022 Treasurer Report August 2022 Transfers August 2022 Board Secretary Report Bills List Dogwood Hill School PTO Beautification/Outdoor Learning space proposal Conferences/Workshops
Transportation:	
Policy:	