

THE OAKLAND PUBLIC SCHOOLS

Office of the Superintendent

and

Secretary of the Board

BOARD OF EDUCATION
Regular Monthly Meeting
Administrative Offices
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:
December 12, 2023
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 ensure 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 22, 2023 and November 7, 2023 in the Municipal Building, the Board Offices, all school offices and copies sent to The Record Newspaper. 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 to 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 October 17, 2023.
- B. Approve the Work Session minutes from October 17, 2023.
- C. Approve the Executive session minutes from October 17, 2023.

MINUTES ITEMS A through C

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 safety drill report for the month of October.
- B. Approve LAN Associates to provide Engineering Services for Electrical Service Upgrades at all four district buildings in the amount of \$164,800.

BUILDINGS AND GROUNDS ITEM A through B

Motion: _____
(Discussion)

Second: _____

Roll Call Vote:

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

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

- A. Approve the termination of a staff member whose name is on file in the Superintendent's office effective November 3, 2023.
- B. Rescind the appointment of Robert Albano as a Track and Field Coach at Valley Middle School for the 2023-2024 school year.
- C. Amend the appointment of Nicole Folkerts as a Part-time Instructional Aide at Manito Elementary School to a Full-time Instructional Aide at Manito Elementary School effective on October 30, 2023 at an hourly rate of \$18.50 for the 2023-2024 school year, replacing Helga Mutovic.
- D. Approve the transfer of Janet Leogrande, Full-time Instructional Aide, from Manito Elementary School to Heights Elementary School effective on or about November 13, 2023.
- E. Approve the appointment of Christina Barbour as a Bus Aide for the 2023-2024 school year at the hourly rate of \$16.00 upon submission of an approved voucher.
- F. Approve the appointment of Jennifer Grella as a mentor teacher for novice teacher Natalie Franke from on or about November 17, 2023 to on or about May 31, 2024.
- G. Approve the following staff members to the non-pensionable stipend positions for the 2023-2024 school year, as listed below, as per the negotiated agreement and, upon submission of an approved voucher.

Name	Non-pensionable stipend positions
Natalie DeLuca	Track and Field Coach at Valley Middle School
Mallory Fuentes	School Improvement Panel (SciP) Member at Dogwood Hill Elementary School

- H. Approve the appointment of additional AED Team Members for the 2023-2024 school year.

Name	School
John Anspach	Valley Middle School
Lorenzo Deraco	Valley Middle School
Erin Longo	Dogwood Hill Elementary School

- I. Approve the revised annual salary of \$56,821.00 for Abdulaziz Jello, 0.5 Custodian/0.5 Bus Driver, based on the revised Custodial Agreement effective November 1, 2023.

PERSONNEL (continued)

- J. Approve the following teachers for 5 hours of virtual professional development with the University of Florida Literacy Institute (UFLI) at an hourly rate of \$65.00, upon submission of an approved voucher. These salaries will be funded with ARP ESSER III funds.

Mary Burns	Nicole Fallon	Cristina Granelli
Kelly Chapman	Robin Franz	Matthew McQuillen
Antoinette D'Ambrosio	Mallory Fuentes	Mindy Natelli
Jennifer Doyle	Marissa Gallo	Emily Thompson
Kelly Enright	Kristen Gombas	Karen Wilson

- J. Approve the appointment of the following as Home Instruction Teachers for the 2023-2024 school year at an hourly rate of \$60.00, upon submission of an approved voucher.

Heather Obertlik	Kacie Schrettner	Jody Diaz
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- K. Approve the appointment of the following as Title I Teachers for the 2023-24 school year at an hourly rate of \$100.00, pending student enrollment and upon submission of an approved voucher. These salaries will be funded with Title I funds.

Name	Assignment	Location
Kacie Schrettner	Grade 3	Dogwood Hill Elementary School
Neil Peller	Grade 4	Dogwood Hill Elementary School
Megan Torpey	Grade 5	Dogwood Hill Elementary School
Donna Bruno	Substitute	Dogwood Hill Elementary School
Alea Mayer-Costa	Grade 6 ELA	Valley Middle School
Emily Smolenski	Grade 6 ELA	Valley Middle School
Kimberly Salacki	Grade 6 Math	Valley Middle School
Emily Smolenski	Grade 6 Math	Valley Middle School
Jake Gursaly	Substitute	Valley Middle School

- L. Approve the appointment of the following as Title I Paraprofessionals for the 2023-2024 school year at an hourly rate of \$60.00, pending student enrollment and upon submission of an approved voucher. These salaries will be funded with Title I funds.

Name	Assignment	Location
Casey Fit	Grade 3	Dogwood Hill Elementary School
Pamella Reilly	Grade 4	Dogwood Hill Elementary School
Noelle Nebbia	Grade 5	Dogwood Hill Elementary School
Donna Bruno	Substitute	Dogwood Hill Elementary School
Jake Gursaly	Grade 6 ELA & Math	Valley Middle School

PERSONNEL (continued)

- M. Approve the appointment of the following as Title I Nurses for the 2023-24 school year at an hourly rate of \$100.00, pending student enrollment and upon submission of an approved voucher. These salaries will be funded with Title I funds.

Name	Location
Silvia Della Iacono	Valley Middle School
Barbara Verga	Dogwood Hill Elementary School

- N. Approve Helen Romanowski to be paid for extra time to attend a Manito Elementary School Field Trip on November 8, 2023 prior to the school day at her hourly rate of pay upon submission of an approved voucher.

- O. Approve the following Instructional Aides for morning/afternoon supervision for the 2023-2024 school year at their hourly rate of pay, upon submission of an approved voucher.

Name	School
Susan Dishuk	VMS
Valerie Mulieri	VMS
Rina Costello	Heights

- P. Approve Christopher Alberti, student at William Paterson University, for clinical experience (practicum) with John Anspach for the 2023-2024 school year, pending appropriate paperwork.
- Q. Approve the appointment of Shannon Mulkeen as a daily substitute teacher and daily substitute classroom/student aide for the 2023-2024 school year. This appointment is contingent upon satisfactory completion of all employment obligations.
- R. Approve the request of John Callison, Music Teacher at Manito Elementary School and Heights Elementary School, for FMLA/NJFLA starting on or about December 13, 2023, using 8 sick days through December 22, 2023, paid with benefits. Mr. Callison plans to return to District on or about January 2, 2024, and will resume FMLA/NJFLA starting on or about May 6, 2024 through June 30, 2024, unpaid with benefits. Mr. Callison plans to return to District on or about September 1, 2024.

PERSONNEL (continued)

- S. Acknowledge the following employees' days without pay for the 2023-24 school year as listed below:

Name	School	Dates
Erin Bassett	Manito	10/31/23 (0.5)
Nicole Duno	Heights	10/31/23 (0.5)
Heather Nebesni	Manito	10/31/23 (0.5)
Heather Obertlik	Dogwood	10/31/23 (0.5)
Jamie Opalka	Manito	10/31/23 (0.5)
Brittany Pobanz	Manito	10/31/23 (0.5)
Adrienne Mazzola	Manito	11/3/23
Kathy Gay	Manito	11/8/23
Rina Costello	Heights	6/3/24

PERSONNEL ITEMS A through S

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 October 17, 2023 through November 14, 2023 as follows:

Number of HIB Investigations	4
Number of Affirmed HIB Incidents	2

- B. Approve the submission of the School Safety and Security Plan Annual Review Statement of Assurance to the Bergen County Office of Education.
- C. Approve the revised VMS Basketball Schedules for the 2023-2024 school year as per the attached.

REGULAR EDUCATION ITEMS A through C

Motion: _____
(Discussion)

Second: _____

Roll Call Vote:

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

V. SPECIAL EDUCATION

Ms. Cooper
Board Liaison

- A. Approve Executive Director of the Institute for Educational Achievement, Eric Rozenblat Ph.D, BCBA-D, to present the following parent presentation Parenting Strategies and Tips on Monday, December 4, 2023. There is no cost to the district.
- B. Approve the out-of-district placement for one student, whose name is on file in the Superintendent's office, to attend Windsor Bergen Academy, Ridgewood, New Jersey, for the 2023-2024 regular school year with a start date of November 13, 2023.
- C. Approve the Settlement Agreement and Release from October 15, 2023 to June 30, 2024 between the District and one student, whose name is on file in the Superintendent's office.
- D. Approve two contracts with Bergen County Special Services for Audiological/TOD Services for the 2023-2024 school year to be provided to two students, whose names are on file in the Superintendent's office.
- E. Approve parent reimbursement not to exceed \$20.00 for a psychiatric appointment for one student whose name is on file in the Superintendent's office, upon the submission of an approved voucher.
- F. Rescind the appointment of Beth Baumeister, Ph.D., MedPsych Associates, to complete a Neuropsychological evaluation for one student, whose name is on file in the Superintendent's office, at a cost not to exceed \$5,500.00.
- G. Approve parent reimbursement not to exceed \$5,500.00 for a Neuropsychological evaluation for one student, whose name is on file in the Superintendent's office, as per mediation agreement, upon the submission of an approved voucher.
- H. Amend the previously approved out-of-district placement for one student whose name is on file in the Superintendent's office, to attend CTC Academy - Oakland Campus for the 2023-2024 school year which was Board approved on June 28, 2023. Last day the student attended school was November 10, 2023.
- I. Amend the previously approved out-of-district placement for one student whose name is on file in the Superintendent's office, with Mari Care LLC d/b/a BrightStar Care of Passaic and Western Bergen Counties for a 1-1 nurse, for the 2023-2024 school year, at the rates of LPN at \$80.00 per hour and RN at \$100.00 per hour. Last day of 1:1 nursing services was November 10, 2023.

SPECIAL EDUCATION (continued)

- J. Amend the previously approved out-of-district placement for one student whose name is on file in the Superintendent's office to attend Windsor Bergen Academy, Ridgewood, New Jersey, for the 2023-2024 school year, which was Board approved on June 28. Last day the student attended school was November 8, 2023.

SPECIAL EDUCATION ITEMS A through J

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 October 2023 certified gross (net & agency) payroll in the amount of \$1,916,876.26.
- B. Approve the payment of the attached list of bills in the amount of \$2,521,764.79 which in proper legal form and subject to audit, provided funds are available in their respective accounts.
- C. Approve the Board Secretary's certification to the Oakland Board of Education that, as of October 31, 2023 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.
- D. Approve the school year 2023-2024 Budget appropriation transfers for the month ending October 31, 2023.
- E. Approve the Board Secretary's Financial Report for the month ending October 31, 2023.
- F. Approve the Treasurer of School Monies Report for the month ending October 31, 2023.
- G. Approve staff participation in professional conferences/workshops outside the District, as per the attached.
- H. Approve the purchase of University of Florida Literacy Institute manuals in the amount of \$3,160.50 to be paid for using Title IIA funds.

- I. **WHEREAS**, the Oakland Board of Education desires to engage in the competitive contracting process to procure the services of private entity vendors for tutoring under the New Jersey Learning Acceleration Program: High-Impact Tutoring Grant (“Program”); and

WHEREAS, pursuant to N.J.S.A. 18A:18A-4.1(k) competitive contracting may be used in lieu of public bidding for procurement of services for the operation, management or administration of other services, with the approval of the Division of Local Government Services in the Department of Community Affairs; and

WHEREAS, the Division of Local Government Services has approved the use of competitive contracting under N.J.S.A. 18A:18A-4.1.k for procurement of tutoring vendors under this Program; and

WHEREAS, in order to competitively contract, the Board is required to adopt a resolution authorizing the use of competitive contracting and confirming that the process shall be administered by the School Business Administrator.

NOW, THEREFORE, BE IT RESOLVED that the Board hereby authorizes the use of competitive contracting in lieu of public bidding for procurement of tutoring vendors under this Program; and

BE IT FURTHER RESOLVED that the process shall be administered by the School Business Administrator, who with the assistance of the Board Attorney, shall prepare requests for proposals in accordance with N.J.S.A. 18A:18A-4.1 et seq.; and

BE IT FURTHER RESOLVED that notice of the availability of the request for proposals shall be published at least 20 days prior to the date established for the submission of proposals.

FINANCE ITEMS A through I

Motion: _____
(Discussion)

Second: _____

Roll Call Vote:

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

VII ADMINISTRATION

John Scerbo
Board Liaison

ADMINISTRATION ITEM

Motion: _____
(Discussion)

Second: _____

Roll Call Vote:

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

VIII. TRANSPORTATION

Ms. Kilday
Board Liaison

- A. Approve the list of student field trips for the 2023-2024 school year as per the attached.
- B. Approve the attached list of bus evacuation drills for the period October – November, 2023.

TRANSPORTATION ITEMS A through B

Motion: _____
(Discussion)

Second: _____

Roll Call Vote:

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

IX. POLICY**Ms. Cooper
Board Liaison**A. Approve the *first* reading of new/revised Board policies/regulations as listed below:

P&R 3212 Attendance Teaching Staff (Revised)
 P 4212 Attendance Support Staff (Revised)
 P 6113 E-Rate (Revised)
 P 4123 Probationary Period (Revised)
 P 4218 Use, Possession, or Distribution of Substances (Revised)
 P 8561 Procurement Procedures (Revised)
 P 9180 School Volunteers (Revised)

B. Approve the *second* reading of new/revised Board policies/regulations as listed below:

P 5305 Health Services Personnel (M) (Revised)
 P & R 5308 Student Health Records (M) (Revised)
 P & R 5310 Health Services (M) (Revised)
 P 6112 Reimbursement of Federal and Other Grant Expenditures (M) (Revised)
 R 6115.01 Federal Awards/Funds Internal Controls – Allowability of Costs (M) (New)
 P 6115.04 Federal Funds – Duplication of Benefits (M) (New)
 P 6311 Contracts for Goods or Services Funded by Federal Grants (M) (Revised)
 P & R 8600 Student Transportation
 P 8611 Subscription Busing
 P 8454 Management of Pediculosis
 R 2464 Gifted and Talented Students (M)

POLICY ITEMS A through BMotion: _____
(Discussion)

Second: _____

Roll Call Vote:

Ms. Cooper _____
 Ms. Kilday _____
 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, Harassment, Intimidation and Bullying, 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 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- 10.17.23 Work Session Regular-10.17.23 Executive Session- 10.17.23
Buildings & Grounds:	October 2023 Safety Drill Report
Regular Education:	Revised VMS Basketball Schedules
Finance:	October 2023 Treasurer Report October 2023 Transfers October 2023 Board Secretary Report Bills List Conferences/Workshops
Transportation:	Field Trips Bus Evacuation Drills
Policy:	P 5305 Health Services Personnel (M) (Revised) P & R 5308 Student Health Records (M) (Revised) P & R 5310 Health Services (M) (Revised) P 6112 Reimbursement of Federal and Other Grant Expenditures (M) (Revised) R 6115.01 Federal Awards/Funds Internal Controls – Allowability of Costs (M) (New) P 6115.04 Federal Funds – Duplication of Benefits (M) (New) P 6311 Contracts for Goods or Services Funded by Federal Grants (M) (Revised) P & R 8600 Student Transportation P 8611 Subscription Busing P 8454 Management of Pediculosis R 2464 Gifted and Talented Students (M) P 4218 Use, Possession, or Distribution of Substances (Revised) P 4123 Probationary Period (Revised) P 6113 E-Rate (Revised) P 8561 Procurement Procedures (Revised) P 9180 School Volunteers (Revised) P&R 3212 Attendance Teaching Staff (Revised) P 4212 Attendance Support Staff (Revised)