

Oakland Public Schools
Regular Monthly Meeting Minutes
Tuesday, November 14, 2023
7:00 PM

A Regular Monthly Meeting of the Board of Education was held in person on November 14, 2023. The meeting was called to order at 7:00 PM by Mr. Mazzilli.

Mr. Mazzilli led those present in the Pledge of Allegiance and read the Open Public Meeting announcement as follows: 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 November 7, 2023 in the Municipal Building, the Board Offices, all school offices and copies sent to newspapers serving Oakland: The Record 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 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 three 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

The following members were present: Ms. Cooper, Ms. Kilday, Mr. Mazzilli, Mr. Scerbo and Ms. Shelkin.

Also present: Dr. Gina M. Coffaro, Superintendent of Schools, Ms. Annette Wells, Board Secretary/Business Administrator and 8 members of the public.

Report of the Superintendent

Dr. Coffaro stated that Parent/Teacher conferences will be held tomorrow and Thursday. The district will operate on minimum days for both Wednesday and Thursday.

Dr. Coffaro stated that Melissa Straub will present on Media Safety Awareness on November 30th. She will present to fifth and sixth graders during the day and will present to parents in the evening.

Mr. Mazzilli asked parents to please spread the word about this important presentation.

I. MINUTES

A motion was made by Ms. Shelkin and seconded by Ms. Kilday to approve the following Minute Items A through C as follows:

- 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.

Upon call of the roll, Ms. Cooper abstained, all others voted yes. Motion carried.

II. BUILDINGS AND GROUNDS

A motion was made by Ms. Shelkin and seconded by Ms. Kilday to approve Buildings and Grounds items A through C as follows:

- 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.
- C. **BE IT RESOLVED BY THE OAKLAND BOARD OF EDUCATION** that the Board, upon recommendation of the School Business Administrator, authorizes LAN Associates, Engineering, Planning, Architecture, Surveying, Inc. to prepare submission of Schematic Application to the State of New Jersey, Department of Education for the following project:

Multi-purpose Room HVAC Improvements at the Dogwood Hill Elementary School

DOE Project Number has not yet been assigned.

BUILDINGS AND GROUNDS (continued)

BE IT FURTHER RESOLVED BY THE OAKLAND BOARD OF EDUCATION that the Board, upon recommendation of the School Business Administrator, hereby approves and authorizes LAN Associates, Engineering, Planning, Architecture, Surveying, Inc. to submit the minor amendment to the Long-Range Facility Plan for the Board to include this Project which shall satisfy the New Jersey Department of Education's minor amendment requirements for the Long-Range Facility Plan. The Board will not be seeking grant funding for this project as part of the submission.

Upon call of the roll, the motion carried with a unanimous vote recorded.

III. PERSONNEL

A motion was made by Mr. Scerbo and seconded by Ms. Cooper to approve Personnel items A through S as follows:

- 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

PERSONNEL (continued)

- 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.

- 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

PERSONNEL (continued)

- 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

- 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

Mr. Scerbo announced that he was happy to see the hiring of another former student.

Upon call of the roll, the motion carried with a unanimous vote recorded.

IV. REGULAR EDUCATION

A motion was made by Ms. Shelkin and seconded by Ms. Kilday to approve Regular Education items A through C as follows:

- 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.

Upon call of the roll, the motion carried with a unanimous vote recorded.

V. SPECIAL EDUCATION

A motion was made by Ms. Cooper and seconded by Ms. Shelkin to approve Special Education items A through J as follows:

- 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.

SPECIAL EDUCATION (continued)

- 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.
- 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.

Upon call of the roll, the motion carried with a unanimous vote recorded.

VI. FINANCE

A motion was made by Mr. Scerbo and seconded by Ms. Kilday to approve Finance items A through I as follows:

- 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

FINANCE (continued)

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.

Mr. Scerbo highlighted letters H and I which are manuals paid with grant funds to support phonics and a Tutoring Grant for approximately \$115,000.

Upon call of the roll, the motion carried with a unanimous vote recorded.

VIII. TRANSPORTATION

A motion was made by Ms. Kilday and seconded by Mr. Scerbo to approve Transportation items A and B as follows:

- 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.

Upon call of the roll, the motion carried with a unanimous vote recorded.

IX. POLICY

A motion was made by Ms. Cooper and seconded by Ms. Kilday to approve Policy items A and B as follows:

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)

Upon call of the roll, the motion carried with a unanimous vote recorded.

X. AUDIENCE PARTICIPATION

Ms. Rodriguez asked when the district will get the tutoring grant and will the tutoring be done during the day or after school.

Dr. Coffaro responded that there is a process involved with the grant. The district expects it to begin in January after school hours so as to not pull students from their classrooms.

Ms. Groff stated that her child was informed that Gaggle Therapy Services had ended due to a funding issue.

Dr. Coffaro responded that the district had money and was not aware that parents were told Gaggle services were ending. The district will resolve this as soon as possible.

Ms. Groff stated that the Oakland Education Foundation is active with a full board. Ms. Groff is president and she announced that everyone is excited to move forward with the Foundation.

Dr. Coffaro stated that she looks forward to this partnership.

AUDIENCE PARTICIPATION (continued)

Board Comments:

Ms. Kilday thanked the Oakland voters for their support in electing her to the board.

Mr. Scerbo thanked the Oakland voters for their support in re-electing him to the board. He also gave a big thank you to the Oakland Education Association for supporting him and Ms. Kilday.

Dr. Coffaro thanked the public for their attendance at the board meeting.

ADJOURNMENT

A motion was made by Ms. Kilday and seconded by Ms. Shelkin that the meeting be adjourned at 7:27 PM. Upon call of the question, the motion carried unanimously.

Respectfully submitted,

Annette M. Wells
School Business Administrator/ Board Secretary