

**Oakland Public Schools**  
**Regular Monthly Meeting Minutes**  
**Tuesday, October 17, 2023**  
**7:00 PM**

A Regular Monthly Meeting of the Board of Education was held in person on October 17, 2023. The meeting was called to order at 7:02 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 October 10, 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 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. Kilday, Mr. Mazzilli, Mr. Scerbo and Ms. Shelkin. ABSENT: Ms. Cooper

Also present: Dr. Gina M. Coffaro, Superintendent of Schools, Ms. Annette Wells, Board Secretary/Business Administrator and 23 members of the public.

## **Report of the Superintendent**

### Recognitions

Dr. Coffaro read the attached letter from the State recognizing Oakland K-8 Public Schools as a High Performing District after the NJQSAC Review.

Dr. Coffaro recognized Ms. Wells for securing millions of dollars in grant money for the district.

Dr. Coffaro recognized the following staff and officers for their contribution to a successful start of the new school year:

Mr. Bowe, Mr. Silverstein, Ms. Greenwald, Mr. Desiderio, Ms. Christiano, Ms. Zimmerle, Ms. Baykal, Dr. Manganelli, Mr. Tumminia, Chief. Sanzari, Mr. Smith, Mr. Fazio, Ms. Porfido and Mr. Kellogg.

### **I. MINUTES**

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

- A. Approve the minutes of the Regular Monthly Meeting of September 19, 2023
- B. Approve the Work Session minutes from September 19, 2023.
- C. Approve the Executive session minutes from September 19, 2023.

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

### **II. BUILDINGS AND GROUNDS**

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

- A. Approve the safety drill report for the month of September.
- B. Approve Oakland School District's Annual Maintenance Budget Amount Worksheet (Form M-1) for the fiscal year 2023-2024.
- C. Approve the submission of the Oakland School District's Comprehensive Maintenance Plan, for the School Years 2022-2023, 2023-2024 and 2024-2025 as follows:

### **BUILDINGS AND GROUNDS (continued)**

**Whereas**, the Department of Education requires New Jersey School Districts to submit three-year maintenance plans documenting “required” maintenance activities for each of its public-school facilities, and

**Whereas**, the required maintenance activities as listed in the attached document for the various school facilities of the Oakland School District are consistent with these requirements, and

**Whereas**, all past and planned activities are reasonable to keep school facilities open and safe for use or in their original condition and to keep their system warranties valid,

**Now Therefore Be It Resolved**, that the Oakland school district hereby authorizes the school business administrator to submit the attached Comprehensive Maintenance Plan for the Oakland School District in compliance with Department of Education requirements.

- D. Approve the Annual Facilities Checklist for all schools dated August 2023.

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. Kilday to approve Personnel items A through R as follows:

- A. Accept the following resignations and rescissions:

<b>Location</b>	<b>First</b>	<b>Last</b>	<b>Position</b>	<b>Effective</b>	<b>Reason</b>
Manito	Helga	Mutovic	FT Aide AIDE.MT.RES.MG.08	10/9/2023	Resignation
VMS	Michael	Proth	Night Custodian CUST.VM.BLDG.NA.02	10/16/2023	Resignation
Heights	Emilee	Scott	PT Aide AIDE.HT.RES.MG.08 Playground/Caf. Aide AIDE.HT.CAFT.MG.05	9/26/2023	Rescind

- B. Revise the previously approved Title I stipend to read as follows:

Approve the appointment of Cristina Granelli as Title I Coordinator for the 2023–2024 school year at an annual non pensionable stipend of \$7,500 to be paid with Title I funds.

- C. Approve the transfer of Denise Gombas from Part Time Instructional Aide to Full-time Instructional Aide at Dogwood Hill Elementary School for the 2023-2024 school year, replacing Susan Lehman, effective on October 2, 2023, at an hourly rate of \$18.75.

**PERSONNEL (continued)**

- D. Approve the following appointments of non-certified staff upon satisfactory completion of all employment obligations:

Location	First	Last	Position	Replacing	Hourly Rate	Start Date
Dogwood	Claire	Kramer	PT Inst. Aide AIDE.DG.RES.MG.05	Denise Gombas	\$18.50	On or about 10/23/2023
Manito	Nicole	Folkerts	PT Inst. Aide AIDE.MT.RES.MG.07	Sarah Quiles	\$18.50	On or about 10/23/2023

- E. Approve the appointment of Emily Kopp as a District School Psychologist at an annual salary of \$69,414 (Step 1/MA+30) to be prorated, effective on or about December 11, 2023, replacing Anna Zalokostas. This is a tenure track position. This appointment is contingent upon satisfactory completion of all employment obligations.
- F. Approve Natalie Franke to shadow Sara Telford on November 14-16, 2023, at the daily substitute rate of pay, upon submission of an approved voucher.
- G. Approve the appointment of Natalie Franke as a Leave Replacement Teacher for Sara Telford at an annual salary of \$61,824 (Step 1/BA) to be prorated, effective from on or about November 17, 2023 through on or about May 31, 2024. This appointment is contingent upon satisfactory completion of all employment obligations.
- H. Approve Leah Costello to be paid additional time at the substitute hourly rate, upon submission of an approved voucher.
- I. Approve Arlene Ishak to provide substitute LDT-C services at the hourly rate of \$66 on an as-needed basis for the 2023-24 school year, upon submission of an approved voucher.
- J. Approve Meridith Farley to provide Speech/Language Evaluations at her hourly rate on an as-needed basis for the 2023-2024 school upon submission of an approved voucher.
- K. Approve the appointment of the following advisors for the 2023-2024 “Beyond the School Day” program at a non-pensionable stipend of \$2,000 each, upon submission of an approved voucher. These salaries will be funded with ARP ESSER III funds.

Ryan Gilligan	Science/STEAM Advisor
Ruthann Russo	Mathematics Advisor

- L. Approve the attached list of proposed new Valley Middle School afterschool clubs and advisors for the 2023-2024 school year.

**PERSONNEL (continued)**

- M. Approve the following teachers to work “Family Nights Under the Stars” at \$80 per hour, upon submission of an approved voucher. These salaries will be funded with ARP ESSER III funds.

<b>Teacher</b>	<b>Date</b>	<b>Location</b>
Heather Obertlik	October 18, 2023	Dogwood
Neil Peller	October 18, 2023	Dogwood
Megan Torpey	October 18, 2023	Dogwood
Donna Bruno	October 26, 2023	Manito
Heather Nebesni	October 26, 2023	Manito
Cynthia Parr	October 26, 2023	Manito
Heather Anzalone	November 21, 2023	Heights
Santina Carbone	November 21, 2023	Heights
Nicole Duno	November 21, 2023	Heights

- N. Approve the appointment of Sean Bowe as the 2023-2024 District Liaison to the Oakland Police Department and the Bergen County Prosecutor’s Office, as per the requirements of the revised Uniform Memorandum of Agreement.
- O. Approve the following staff to serve on the Building AED teams:

<b>Dogwood</b>	<b>Heights</b>	<b>Manito</b>	<b>VMS</b>
Barbara Verga	Robyn Greenwald	Karen Kutlick	Silvia Della Iacono
Sean Bowe	Annie Casamento	Adam Silverstein	Gregg Desiderio
Kevin Smith	Brian Fazio	Christopher Liquori	Jacqueline Christiano
Kelly Bosgra	Jim Henderson	Jayson Crum	Mark Sinclair
Travis Hunt	Kimberly Jacobsen	Stephanie Sellitti	Elizabeth Connolly
Rita Palumbo	Carolyn Catenacci	Kacie Schrettner	Lauren Binder
Gina Hopf	Tia Venezia	Laura Colonnelli	Emily Smolenski
Debbie Seabrook	Jody Diaz	Michele Folina	Saul Gondelman
John LaCugna	Katrina Silber	Angela Carreira	Kevin Jacobsen
	Christina Barbour	Justin O’Flaherty	Brittnay Latka
	Melissa Kearney	Janet Leogrande	Elizabeth Blender
	George Creegan	Nicole Fallon	Matt Myones
	John Callison		

**PERSONNEL (continued)**

- P. Approve the following staff to serve on the District and Building Crisis Teams:

<b>District</b>	<b>Dogwood</b>	<b>Heights</b>	<b>Manito</b>	<b>VMS</b>
Dr. Gina Coffaro	Barbara Verga	Robyn Greenwald	Adam Silverstein	Gregg Desiderio
Annette Wells	Sean Bowe	Annie Casamento	Chris Liquori	Jacqueline
Joseph Tumminia	Kevin Smith	Brian Fazio	Lisa Porfido	Elizabeth Connolly
Toni Taglieri	Kelly Bosgra	Margaret DenBlaker	Karen Kutlick	Mark Sinclair
Sean Bowe	Travis Hunt	Kimberly Jacobson	Cristina Granelli	Lauren Binder
Adam Silverstein	Rita Palumbo	Melissa Rizzo	Justin O'Flaherty	Silvia Della Iacono
Robyn Greenwald	Gina Hopf	Stacy Contreras	Michele Folina	Sharon Skelley
Gregg Desiderio	Debbie Seabrook	Maria D'Avirro	Angela Carreira	Seton Feeney
Jacqueline Christiano	John LaCugna			Dan Kellogg
Pamela Baykal				
Rosanne Manganelli				
Jennifer Zimmerle				
Charlie Wolff				

- Q. Approve the appointment of daily substitute personnel, including teachers, nurses, classroom aides, playground/cafeteria aides, secretaries, bus aides, vehicle drivers, and custodians for the 2023-24 school year, subject to New Jersey Department of Education Criminal History Review (NJSA 18A:6-7.2) and Chemical Screening (if required), if newly employed by the District, as per the attached list.
- R. Acknowledge the following employees' days without pay for the 2023-24 school year as listed below:

<b>Name</b>	<b>School</b>	<b>Dates</b>
Stephanie Chirichella	Heights	9/28 (0.5)
Joseph Graceffo	Dogwood	10/5-10/6
Margaret Hartwell	Manito	10/11-10/13
JoAnn Mital	Heights	10/16-10/20

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 K as follows:

- A. Approve the HIB Report for the period of July 18, 2023 through October 17, 2023 as follows:

Number of HIB Investigations	2
Number of Affirmed HIB Incidents	0

- B. Approve the following scores for the 2022-2023 School Self-Assessment under the Anti-Bullying Bill of Right Act:

Dogwood Hill	74	Manito	74
Heights	74	Valley Middle	76

- C. Approve the Oakland School District's School Nursing Services Plan for the 2023-2024 school year.
- D. Approve the Gifted Education Service Report dated October 2023.
- E. Approve the submission of the Oakland School District's revised American Rescue Plan (ARP) Safe Return Plan.
- F. Approve the Gifted and Talented Bergen Brain Busters Schedule for 2023-2024 school year as listed below.

DATE	LOCATION	WORKSHOP CLASSES
10/24/2023	Franklin Lakes	Grade 8
11/30/2023	Oakland	Grade 7
12/18/2023	Midland Park	Grade 8
1/22/2024	Franklin Lakes	Grade 7
2/12/2024	Midland Park	Grade 8
3/18/2024	Oakland	Grade 7
4/29/2024	Franklin Lakes	Grade 8
5/20/2024	Midland Park	Grade 7
Date TBD Bergen County	Bergen Community College, Lyndhurst, NJ	Participants TBD

- G. Approve the registration and participation for the Fall (November 6-17, 2023) and Spring (April 1-19, 2024) America Answers Thinking Cap Quiz Bowl Contests for Grades 5, 6, 7, and 8 elementary and middle school Workshop students, four teams at a total cost of \$335.

**REGULAR EDUCATION (continued)**

- H. 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 Grades 4 and 5 elementary school Workshop students, four teams at a cost of \$60 per team, total cost \$240.
- I. Approve the VMS Basketball Schedule for the 2023-2024 school year as per the attached.
- J. Approve Mark Bitar as the 2023 Basketball Official Assignor at a rate of \$160 for the 2023 season upon submission of an approved voucher.
- K. Approve the attached list of NJSIAA Basketball Officials for the 2023-2024 school year at a rate of \$66 per game upon submission of an approved voucher.

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



## **V. SPECIAL EDUCATION**

A motion was made by Ms. Kilday and seconded by Mr. Scerbo to approve Special Education items A through H as follows:

- A. Approve the qualifications of evaluators and maximum allowable costs for independent evaluations for the 2023-2024 school year are set forth below. All certifications and/or licenses must be current.

<b>Type of Assessment</b>	<b>Qualifications</b>	<b>Maximum</b>
Academic Achievement	Certified LDT-C or alternative licensure and/or credentials and qualified to administer chosen assessment as required by the publisher	\$850.00
Adaptive Behavioral/Behavior	Certified School Psychologist or Certified BCBA or Licensed Psychologist or Psychiatrist	\$300.00 per hour
Auditory Processing/Hearing Acuity	Licensed Audiologist	\$1,400.00
Cognitive/Intellectual	Licensed Psychologist	\$900.00
Motor/Adaptive	Certified and Licensed Occupational Therapist or Certified and Licensed Physical Therapist	\$500.00
Neurological	Licensed Neurologist	\$700.00
Neuropsychological	Licensed Psychologist with American Board of Clinical Neuropsychology or comparable Board Certification	\$4,500.00
Psychiatric Evaluation	Licensed Psychiatrist	\$1,600.00
Speech and Language	Certified or Licensed Speech/Language Specialist or Speech/Language Pathologist	\$700.00

- B. Approve the Contract for In School Nursing Services with BAYADA Home Health Care, Inc. to provide 1-1 nursing services for one student, whose name is in the file in the Superintendent's office, for the 2023-2024 school year at the rates of RN at \$65 per hour and LPN at \$62 per hour.
- C. Approve the Contract with Bergen County Special Services for Assistive Technology Ongoing Services for the 2023-2024 school year for one student, whose name is in the file in the Superintendent's office, for a maximum of six hours, amount not to exceed \$1,080.
- D. Approve the signed agreement between the District and Maria Fajardo, to provide Physical Therapy Services, including student evaluation, consultation and treatment, for the 2023-2024 school year.

### **SPECIAL EDUCATION (continued)**

- E. Approve the out-of-district placement for one student, whose name is in the file in the Superintendent's office, to attend Franklin Lakes Colonial Road CAPS Program for the 2023-2024 regular school year with a start date of October 13, 2024.
- F. Approve the revised contract with Bergen County Special Services for Educational Audiology Services for the 2023-2024 school year to be provided to six students, amount not to exceed \$6,016.00.
- G. Approve Anne-Marie Gillmore, Valerie Mulieri, and Stanley Saja as after school aides for school-based clubs and activities as needed at their hourly rate of pay upon submission of an approved voucher.
- H. Approve two contracts with Bergen County Special Services for Teacher of the Deaf Consultation for the 2023-2024 school year to determine services to be provided to two students, whose names are in the files in the Superintendent's office, amount not to exceed \$990.00.

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 K as follows:

- A. Approve the September 2023 certified gross (net & agency) payroll in the amount of \$ 2,686,711.78.
- B. Approve the payment of the attached list of bills in the amount of \$4,663,365.90 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 September 30, 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 September 30, 2023.

## **FINANCE (continued)**

- E. Approve the Board Secretary's Financial Report for the month September 30, 2023.
- F. Approve the Treasurer of School Monies Report for the month ending September 30, 2023.
- G. Approve staff participation in professional conferences/workshops outside the District, as per the attached.
- H. Approve the wire transfer to the NJ Department of Labor for NJ Unemployment Compensation of \$2,304.64 for Third Quarter of 2023.
- I. Approve check #110 to the NJ Department of Labor for NJ Unemployment Compensation in the amount of \$3,972.15.
- J. Approve a withdrawal from the Capital Reserve Account in the amount of \$1,715,000 for the local share of electrical upgrades at all four district schools to support the NJ Clean Energy Program School VEEVR HVAC Project.
- K. Approve the submission of the FY24 ESEA Grant to include carryover funds left from FY23.

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

## **VII. ADMINISTRATION**

A motion was made by Mr. Scerbo and seconded by Ms. Kilday to approve Administration item A as follows:

- A. **WHEREAS**, the Oakland Board of Education (hereinafter referred to as the “Board”) and the Oakland Custodial Association (hereinafter referred to as the “Association”) are parties to a collective negotiations agreement that covers the 2022-2023 through the 2024-2025 school years (hereinafter referred to as the “CNA”); and

**WHEREAS**, the Parties are desirous of revising the Custodian Salary Guides prospectively for the 2023-2024 and 2024-2025 school years in the CNA effective on the date the Addendum to the Collective Negotiations Agreement between the Board and the Association is executed by the parties.

**NOW, THEREFORE, BE IS RESOLVED** that the terms, stipulations and conditions as established in the Addendum to the Collective Negotiations Agreement between the Board and the Association, which is annexed to this Resolution, are hereby adopted and approved by the Board. The Board President and Business Administrator/Board Secretary are hereby authorized and directed to execute the Addendum, and any other documents necessary to effectuate same.

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

## **ADMINISTRATION (continued)**

Mr. Scerbo announced that the board is proud to move this addendum forward. He stated that the custodial staff has been tremendous and they are greatly appreciated.

## **VIII. TRANSPORTATION**

A motion was made by Ms. Kilday and seconded by Ms. Shelkin to approve Transportation item A as follows:

- A. Approve the list of field trips for students in the Oakland School District for the 2023-2024 school year as per the attached.

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

## **IX. POLICY**

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

- A. Approve the *first* 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

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

P 5112	Entrance Age (Revised)
R 4212	Attendance- Support Staff

- C. Approve the *Abolishment* of the following Board Policy:

P & R 3432	Sick Leave
P & R 4432	Sick Leave
P 8540	School Nutrition Programs
P 8550	Meal Charges/Outstanding Balances

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

## **X. AUDIENCE PARTICIPATION**

Mayor Schwager congratulated and thanked the district for achieving status as a High Performing District.

She reported that Oakland is known for the School and Municipality working together. She also announced that a Class B Recycling facility is coming to Oakland. She urged everyone to sign a petition against this facility.

Ms. Groff stated that the Oakland Education Foundation had voted to dissolve. She is hoping to reverse the decision and would like to work with the board and administration to continue with the Education Foundation.

Dr. Coffaro stated that she welcomes the continuation of the OEF.

Mr. Talamini thanked the board for all they do in achieving status as a High Performing District. He stated that Oakland sets the example for FLOW districts and beyond. Mr. Talamini also complimented the Oakland custodial staff.

Ms. Berman stated that she welcomes the communication and dialog that exists between parents and the Oakland School District. She also stated that it is reassuring to have trained officers in our schools. Ms. Berman requested copies of the policies. Ms. Wells stated that she will email policies approved on a second reading.

## **ADJOURNMENT**

A motion was made by Ms. Kilday and seconded by Ms. Shelkin that the meeting be adjourned at 7:45 PM. Upon call of the question, the motion carried unanimously.

Respectfully submitted,

Annette M. Wells  
School Business Administrator/ Board Secretary