

Oakland Public Schools

Regular Monthly Meeting Minutes

Tuesday, July 18, 2023

3:30 PM

A Regular Monthly Meeting of the Board of Education was held in person in the Administrative Offices on July 18, 2023. The meeting was called to order at 3:32 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 July 11, 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. Cooper (arrived at 3:37pm), Ms. Kilday, Mr. Mazzilli, Mr. Scerbo and Ms. Shelkin.

Also present were Dr. Gina M. Coffaro, Superintendent of Schools, and Ms. Annette Wells, Board Secretary/Business Administrator, Mr. Steve Secora and Mr. Chris Borduin from LAN Associates and 1 members of the public.

Report of the Superintendent

Dr. Coffaro introduced Mr. Secora and Mr. Borduin from LAN Associates. She explained that evaluating facilities with the architect is one of the district goals for 2023-2024.

Mr. Secora provided the board with a document on possible school building expansion due to projected increased enrollment. He stated that the information is high level right now.

Ms. Cooper arrived at 3:37 pm.

Mr. Secora presented two potential options to the board: redistricting or consider building onto existing schools. He reviewed enrollment numbers by school from the past and present, then provided an overview of projected enrollments based on the demographic study results provided to the board in June. The projection shows a significant number of additional students in three of the district's four schools with Dogwood Hill being impacted the most. Mr. Secora stated that a classroom can hold up to 25 students. He provided cost estimates for potential additions at the three schools based on projected increased enrollments.

Mr. Secora reviewed aerial views of the schools showing areas of potential additions to house the excess students. The board discussed the possible scenarios and agreed to look further into an addition on Dogwood Hill, converting the media center to classrooms, adding 6 new classrooms, an additional bathroom, new media center and conversion of the current gym/cafeteria with an added gym or cafeteria in the new addition. The board requested a sketch for Dogwood additions. Ms. Wells requested a proposal for the work.

The board agreed that they would concentrate on additions to Dogwood and redistrict where necessary between Manito and Heights. The board would like to visit Dogwood with Mr. Secora to review options for the addition.

Mr. Secora discussed possibilities for State funding. If the district goes out for a referendum, we could receive approximately 34% State funding in debt service aid. Unhoused students will net to approximately 31 students adding up to approximately \$70,000 in State Aid without a referendum. Therefore, a referendum appears to be the district's only option aside from potentially increasing class sizes significantly.

Mr. Secora listed the next steps in the process from finalizing a plan through the creation of schematics/site plans.

Mr. Secora and Mr. Borduin left the meeting at 4:43 pm.

Dr. Coffaro reported that several reminders were sent to parents regarding subscription busing.

I. MINUTES

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

- A. Approve the minutes of the Regular Monthly Meeting of June 28, 2023.
- B. Approve the minutes of the Work Session Meeting of June 28, 2023.

Upon call of the roll Ms. Cooper and Ms. Shelkin abstained and 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 D as follows:

- A. Approve the submission of the HVAC Upgrades 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.
- B. Approve the submission of the HVAC Upgrades at Dogwood Hill 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.
- C. Approve the submission of the HVAC Upgrades at Heights 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 (continued)

- D. Approve the submission of the HVAC Upgrades 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.

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

II. PERSONNEL

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

- A. Approve the following teachers for an additional 5 hours each to update the District Mentoring plan at \$43.98 per hour, upon submission of an approved voucher to be completed by June 30, 2023.

Laura Colonnelli	Raquel Brogan
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- B. Approve the following teachers for 11 hours of summer work at the Conquer Math Facility on July 25, 2023, and July 26, 2023, to create a mathematics pacing calendar for Grades 6 and 7 at \$52 per hour, upon submission of an approved voucher. These salaries will be funded with Title IIA funds.

Name	Grade
Jill Padovano	6
Lauren Russo	7
Emily Smolenski	7

- C. Approve the following teacher for 11 hours of summer work at the Conquer Math Facility on July 25, 2023, and July 26, 2023, to create a mathematics pacing calendar for Grade 8 at \$52 per hour, upon submission of an approved voucher. This salary will be funded with ARP ESSER III funds.

Mary Gael Strohmeier

- D. Approve the following teachers for one hour of virtual science professional development on July 25, 2023, at \$52 per hour, upon submission of an approved voucher. These salaries will be funded with Title IV funds.

Joanna Aliha	Heather Obertlik	Ruthann Russo	Jody Diaz
Alyssa Buske	Brittany Pobanz	Lucy Talamini	
Robin Franz	Tara Reischel	Megan Torpey	
Amanda Hazen	Melissa Rizzo	Tia Venezia	

PERSONNEL (continued)

- E. Approve the following teachers for three hours of science professional development on August 1, 2023, at \$52 per hour, upon submission of an approved voucher. These salaries will be funded with Title IV funds.

Heather Obertlik	Neil Peller	Melissa Rizzo
Jody Diaz		

- F. Approve the appointment of Kimberly Jacobson as the Harassment, Intimidation, and Bullying Specialist at Heights Elementary School for the 2023-2024 school year at a non-pensionable stipend per the negotiated agreement, upon submission on an approved voucher.
- G. Rescind the appointment of Brittany Latka as an Elementary Teacher at Heights Elementary School at Step 1/BA 2023-2024 Salary Guide per the negotiated agreement, effective September 1, 2023. This is a tenure track position.
- H. Rescind the appointment of Sara Caporuscio as Leave Replacement Teacher for Jessica Dooyes at Heights Elementary School at prorated Step 0/BA 2023-2024 Salary Guide per the negotiated agreement, effective September 1, 2023 through on or about October 31, 2023.
- I. Approve the appointment of Brittany Latka as a Special Education Teacher at Valley Middle School, replacing Linda Kates, at an annual salary of \$61,824 (Step 1/BA), effective September 1, 2023. This is a tenure track position. This appointment is contingent upon satisfactory completion of all employment obligations.
- J. Approve the appointment of Sara Caporuscio as an Elementary Teacher at Heights Elementary School at an annual salary of \$61,824 (Step 1/BA), effective September 1, 2023. This is a tenure track position. This appointment is contingent upon satisfactory completion of all employment obligations.
- K. WHEREAS, the Oakland Board of Education (“Board”), pursuant to the recommendation of the Superintendent of Schools, has determined to abolish the Supervisor of Mathematics and Science position effective July 1, 2023, because of a change in the supervisory organization of the District for reasons of economy and efficiency; and

NOW, THEREFORE, BE IT RESOLVED that the Supervisor of Mathematics and Science position is hereby abolished effective July 1, 2023, because of a change in the supervisory organization for reasons of economy and efficiency; and

BE IT FURTHER RESOLVED that the individual presently employed in the affected position shall be reassigned to the Supervisor of Curriculum and Instruction position in the District; and

PERSONNEL (continued)

BE IT FURTHER RESOLVED that the Superintendent is hereby requested to notify the individual presently employed in the affected position of the action taken by the Board and the reasons therefore.

- L. WHEREAS, the Oakland Board of Education (“Board”) approved the Superintendent of Schools, change in the supervisory organization of the District for reasons of economy and efficiency; and

WHEREAS, the Superintendent recommends as part of the change in the supervisory organization of the District that Dr. Rosanne Manganelli be transferred and reassigned to the position of Supervisor of Instruction and Special Programs.

NOW, THEREFORE, BE IT RESOLVED that Dr. Roseanne Manganelli be transferred and reassigned to the position of Supervisor of Instruction and Special Programs effective immediately.

BE IT FURTHER RESOLVED that the Superintendent is hereby requested to notify Dr. Roseanne Manganelli of the action taken by the Board and the reasons therefore.

- M. WHEREAS, the Oakland Board of Education (“Board”), abolished the Supervisor of Mathematics and Science position effective July 1, 2023, because of a change in the supervisory organization of the District for reasons of economy and efficiency; and

WHEREAS, Pamela Baykal was formerly employed in the position of the Supervisor of Mathematics and Science with tenure thereby requiring that she be reassigned to another supervisor position in the District; and

WHEREAS, the Superintendent recommends that Pamela Baykal be transferred and reassigned to the Supervisor of Curriculum and Instruction position effective immediately.

NOW, THEREFORE, BE IT RESOLVED that Pamela Baykal is hereby transferred and reassigned to the Supervisor of Curriculum and Instruction position effective immediately.

BE IT FURTHER RESOLVED that the Superintendent is hereby requested to notify Pamela Baykal of the action taken by the Board and the reasons therefore.

- N. Approve the following teachers for additional summer curriculum writing at the hourly rate as per the negotiated agreement, upon submission of an approved voucher.

Mary Burns	ELA Revision Kindergarten	10 hours
Nicole Fallon	ELA Revision Kindergarten	10 hours
Mallory Fuentes	ELA Revision Kindergarten	10 hours

PERSONNEL (continued)

- O. Approve Jennifer Zimmerle as the Threat Assessment Management Team Liaison for the 2023-2024 School Year at the non-pensionable stipend amount of \$2,500.

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. Cooper to approve Regular Education items A through C:

- A. Approve the HIB Report for the period of June 28 through July 18, 2023 as follows:

Number of HIB Investigations -0-

Number of Affirmed HIB Incidents -5-

- B. Approve the (Emergency) Virtual or Remote Instruction Plan for the 2023-2024 school year as mandated by New Jersey Department of Education to satisfy the 180-day requirement pursuant to N.J.S.A. 18A:7F-9. and its submission to the County Office of Education.

- C. Approve the following 2023-2024 Goals for the Oakland School District:

- Continue to implement programs and interventions designed to support the overall social/emotional wellness of students.
- Continue to develop partnerships with West Bergen Mental Health for Parent Universities and Staff Professional Development.
- Staff Wellness will continue for the 2023-2024 school year with Wellness Mondays.
- Continue to work with the Architect of record and Demographer to evaluate school facilities and examine impact on buildings from the new construction improvements in the Borough of Oakland

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. Kilday to approve Special Education items A through D as follows:

- A. Approve the State of New Jersey Department of Human Services Commission for the Blind and Visually Impaired Academic Year 2023-2024 Education Level 1 School Contract for one student, whose name is in the file in the Superintendent's office, amount not to exceed \$2,200.00.
- B. Approve the Independent Contractor Agreement between the District and CCL Therapy, LLC to provide Occupational Therapy Services, including student evaluation, consultation and treatment, for the 2023-2024 school year.
- C. Approve the contracts with Rickard Rehabilitation Services to provide direct services and evaluations on an as needed basis for the 2023-2024 school year.
- D. Approve the contracts with Bergen County Special Services for Audiological/TOD Services for the 2023/2024 school year to be provided to four students as detailed below:

Student Resident School	Amount Not to Exceed
Dogwood Hill Elementary	\$6,600.00
Dogwood Hill Elementary	\$13,200.00
Heights Elementary	\$2,310.00
Valley Middle	\$6,600.00

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 T as follows:

- A. Approve the June 2023 certified gross (net & agency) payroll in the amount of \$2,123,806.75.
- B. Approve the payment of the attached list of bills in the amount of \$970,872.68 which in proper legal form and subject to audit, provided funds are available in their respective accounts.

FINANCE (continued)

- C. Approve the Board Secretary's certification to the Oakland Board of Education that, as of June 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 2022-2023 Budget appropriation transfers for the month ending June 30, 2023.
- E. Approve the Preliminary Board Secretary's Financial Report for the month June 30, 2023.
- F. Approve the Preliminary Treasurer of School Monies Report for the month ending June 30, 2023.
- G. Approve the wire transfer to the NJ Department of Labor for NJ Unemployment Compensation of \$7,604.06 for 2nd Quarter of 2023.
- H. Approve check #109 to the NJ Department of Labor for NJ Unemployment Compensation in the amount of \$345.07.
- I. Approve a consortium for Title III funds, with Oakland Board of Education as the lead agency and with the following other school districts: Wyckoff Township, Midland Park Borough, Glen Rock, North Haledon, and Oradell.
- J. Accept and approve the funding allocation and submission of the fiscal year 2023-2024 ESEA Grant in the following amounts:

Title I	\$44,776
Title II Part A	\$20,352
Title IV	\$10,000
Title IV	\$35,115 (\$5,514 Oakland)

- K. Approve the acceptance of Nonpublic technology, textbook, nursing and security aid for the 2023-2024 school year as follows:

Technology	\$ 4,704
Textbook	\$ 5,549
Nursing	\$11,760
Security	\$41,205

- L. Approve Velez Educational Services to provide State and Federal report consulting for the 2023-2024 school year at a fee not to exceed \$10,000.

FINANCE (continued)

- M. Authorize the School Business Administrator/Board Secretary to cancel the following outstanding checks:

3/30/2022 #4916 \$730.10

- N. Approve Nancy Schultz to provide math consultation for Grades 6 and 7 in the amount of \$5,600 to be paid with Title IIA funds.
- O. Approve Nancy Schultz to provide math consultation for Grade 8 in the amount of \$2,800 to be paid with ARP ESSER III funds.
- R. Approve Pearl Observatory Solar day for Grade 5 in the amount not to exceed \$2,880 to be paid with ESSER II funds.
- S. Approve Linkit! NJ Student Learning Standards Science Benchmark Assessments in the amount of \$878 to be paid with Title IV funds.
- T. Approve Pearl Observatory “Under the Stars Grade 5 Family Night” in the amount not to exceed \$4,200 to be paid with ARP ESSER III funds.

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

AUDIENCE PARTICIPATION

None

ADJOURNMENT

A motion was made by Ms. Cooper and seconded by Ms. Shelkin that the meeting be adjourned at 4:49 PM. Upon call of the question, the motion carried unanimously.

Respectfully submitted,

Annette M. Wells
School Business Administrator/ Board Secretary