

Oakland K-8 Public Schools
Reorganization Meeting Minutes
Thursday, January 4, 2024
6:00 PM

A Reorganization Meeting of the Board of Education was held in person on Thursday, January 4, 2024. The meeting was called to order at 6:02 PM by The Board Secretary.

The Board Secretary 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 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 December 22, 2023 in the Municipal Building, the Board Offices, all school offices and copies sent to newspapers serving Oakland: 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 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 and Ms. Annette Wells, Board Secretary/Business Administrator.

I. PURPOSE OF THE MEETING

The purpose of this meeting was to organize the Board of Education as required by statutes and to consider any other matters recommended by the Superintendent of Schools.

II. RESULTS OF SCHOOL ELECTION AND ADMINISTRATION OF OATH OF OFFICE TO ELECTED BOARD MEMBER

A. Report on the Annual School Elections

The Board Secretary reported the results of the Annual School Election held on November 7, 2023 pursuant to notice given in accordance with school law.

B. Vote for Members of the Board of Education

Three Year Term:

Ms. Teresa Kilday	1,773
Mr. Robert Lascar	1,110
Mr. John Scerbo	1,519

Ms. Kilday and Mr. Scerbo were elected to serve from January 2024 through December 2026.

The Board Secretary administered the Oath of Office to Mr. Scerbo and Ms. Kilday.

III. ELECTION OF OFFICERS

As temporary chair, the Board Secretary requested nominations for the Office of President.

Ms. Kilday nominated Mr. Scerbo. Mr. Scerbo accepted the position.

The Board Secretary asked if there are any further nominations for the Office of President. There were no other nominations for the Office of President of the Board.

Since there were no further nominations from the floor, the Board Secretary requested to close nominations for the Office of President.

Ms. Kilday moved and Ms. Shelkin seconded to elect Mr. Scerbo as the President of the Board.

On a roll call vote: AYES: Ms. Cooper, Ms. Kilday, Mr. Mazzilli, Mr. Scerbo, Ms. Shelkin. Motion carried.

The Chair was assumed by Mr. Scerbo, the newly elected President of the Board.

Mr. Scerbo thanked Mr. Mazzilli for all of the district's accomplishments during his presidency.

Mr. Scerbo requested nominations for the Office of Vice President:

Ms. Shelkin nominated Ms. Cooper. Ms. Cooper accepted the position.

Mr. Scerbo asked if there are any further nominations for the Office of Vice President. There were no other nominations for the Office of Vice President of the Board.

Since there were no further nominations from the floor, Mr. Scerbo requested to close nominations for the Office of Vice President.

Ms. Shelkin motioned and Ms. Kilday seconded to elect Ms. Cooper for the Office of Vice President.

On a roll call vote: AYES: Ms. Cooper, Ms. Kilday Mr. Mazzilli, Ms. Shelkin, Mr. Scerbo, Motion carried.

The Board Secretary congratulated the newly elected officers:

President: Mr. John Scerbo

Vice President: Ms. Lisa Cooper

A motion was made by Ms. Kilday and seconded by Ms. Shelkin to approve agenda items IV through IX as follows:

IV. ACKNOWLEDGMENT OF THE CODE OF ETHICS

Acknowledge and agree that a school board member shall abide by the following School Board Association Code of Ethics for School Board Members:

1. I will uphold and enforce all laws, state board rules and regulations, and court orders pertaining to schools. Desired changes should be brought about only through legal and ethical procedures.
2. I will make decisions in terms of the educational welfare of children and will seek to develop and maintain public schools which meet the individual needs of all children regardless of their ability, race, creed, sex, or social standing.
3. I will confine my board action to policymaking, planning, and appraisal, and I will help to frame policies and plans only after the board has consulted those who will be affected by them.
4. I will carry out my responsibility, not to administer the schools, but, together with my fellow board members, to see that they are well run.
5. I will recognize that authority rests with the board of education and will make no personal promises nor take any private action which may compromise the board.
6. I will refuse to surrender my independent judgment to special interest or partisan political groups or to use the schools for personal gain or for the gain of friends.
7. I will hold confidential all matters pertaining to the schools which, if disclosed, would needlessly injure individuals or the schools. But in all other matters, I will provide accurate information and, in concert with my fellow board members, interpret to the staff the aspirations of the community for its schools.
8. I will vote to appoint the best qualified personnel available after consideration of the recommendation of the chief administrative officer.
9. I will support and protect school personnel in proper performance of their duties.
10. I will refer all complaints to the chief administrative officer and will act on the complaints at public meetings only after failure of an administrative solution.

V. OFFICIAL PUBLICATIONS

Motion of designating the official publications for legal notices of the Board of Education as The Record and/or The Herald News will be used.

VI. MEETINGS

Motion designating generally the second or third Tuesday of the month as the Regular Meeting night of the Board, unless so indicated on the attached meeting schedule.

Roberts Rules of Order will be followed as the official parliamentary procedure manual to be used to conduct meetings and appoint the board secretary and board attorney to act as the parliamentarians for calendar year 2024-2025.

VII. OFFICIAL DEPOSITORIES

Lakeland Bank

VIII. AUTHORIZED SIGNATURES

Motion authorizing the following list of accounts and signatories to sign school warrants, checks and withdrawals, in accordance with Board Policy, beginning January 4, 2024 (unless indicated, two signatories are required): Does this go on now?

<u>Account Name</u>	<u>Signatories</u>
Dogwood Hill General	Principal/Secretary
Heights School General	Principal/Secretary
Manito School General	Principal/Secretary
Valley Middle School	Principal/Secretary
General Account	Business Administrator/Board President/Superintendent
Payroll	Business Administrator/Board President/Superintendent
SUI	Business Administrator/Board President/Superintendent
Cafeteria	Business Administrator/Board President/Superintendent
Payroll Agency	Business Administrator/Board President/Superintendent
Flex Benefits	Business Administrator/Board President/Superintendent

IX. TRANSFER OF FUNDS

Approve renewal of authorization for the Business Administrator, Assistant to the Business Administrator and Purchasing Assistant to "wire transfer" funds of this Board to external accounts.

Upon call of the roll, all agenda items were approved with a unanimous vote recorded, with Mr. Scerbo abstaining on item VII.

A motion was made by Mr. Mazzilli and seconded by Ms. Shelkin to approve agenda items X through XV as follows:

X. NEW JERSEY SCHOOL BOARDS ASSOCIATION and GARDEN STATE COALITION OF SCHOOL DELEGATES

Mr. Scerbo designated the following as representatives to the New Jersey School Boards Association and Garden State Coalition of Schools for the 2024-2025 school year.

Representative: Peter Mazzilli

Alternate: Teresa Kilday

XI. LIAISON APPOINTMENTS

Mr. Scerbo designated the following liaison appointments:

Administration:	<u>Teresa Kilday</u>
Borough Liaison:	<u>Pete Mazzilli</u>
Building and Grounds:	<u>Carita Shelkin</u>
Finance:	<u>Pete Mazzilli</u>
Food Service:	<u>Carita Shelkin</u>
Policy:	<u>Lisa Cooper</u>
Personnel:	<u>Lisa Cooper</u>
Regular Education:	<u>Carita Shelkin</u>
Special Education:	<u>Lisa Cooper</u>
Transportation:	<u>Teresa Kilday</u>
PTO/OEF Council:	<u>Teresa Kilday</u>
Emergency Management:	<u>Pete Mazzilli</u>
Technology:	<u>Pete Mazzilli</u>

XII. BOARD SECRETARY/CUSTODIAN OF RECORDS

Confirm appointment of Ms. Annette Wells, Business Administrator, as Secretary of the Board and the Oakland School District's Custodian of Records for the 2024-2025 school year, as required by law.

XIII. QUALIFIED PURCHASING AGENT (Q.P.A.)

Approve the authorization of Ms. Annette Wells, School Business Administrator, to make purchases of goods or services per the current State established rate of \$44,000, or as per any revisions made by the State for the 2024-2025 school year for Business Administrators holding the Q.P.A. designation, and as per the attached resolution authorizing purchases in excess of the bid threshold for State contracted goods and services.

XIV. BOARD POLICIES

Reaffirm Board Policies, By-Laws and Board Regulations as detailed in the Governance Manual for the school year 2024-2025, subject to amendments, additions, revisions or deletions, as determined by Board resolution.

XV. DISTRICT CURRICULUM

Approve the Oakland School District's curriculum and services for the 2024-2025 school year meeting all identified QSAC sub-categories.

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

XVI. AUDIENCE PARTICIPATION

None

XVII. EXECUTIVE SESSION

Motion made by Ms. Shelkin and seconded by Ms. Cooper to go into executive session at 6:41 PM

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.

RETURN FROM EXECUTIVE SESSION-

The Board returned from Executive Session at 6:58 PM.

The board discussed the possible lease of space at the local church.

ADJOURNMENT

A motion was made by Ms. Shelkin and seconded by Ms. Kilday that the meeting be adjourned at 7:14 PM. Upon call of the question, the motion carried unanimously.

Respectfully submitted,

Annette M. Wells
School Business Administrator/ Board Secretary