

**Oakland Public Schools**  
**Work Session Meeting Minutes**  
**Tuesday, December 10, 2024**  
**5:30 PM**

A Work Session of the Board of Education was held at the Oakland Board of Education Administrative Offices in person on December 10, 2024. The meeting was called to order at 5:31 PM by Mr. Scerbo.

Mr. Scerbo 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 January 11, 2024, December 3, 2024 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 (arrived at 6:06 PM), Ms. Kilday, Mr. Mazzilli, Ms. Shelkin (arrived at 5:39 PM), and Mr. Scerbo

Also present: Dr. Gina M. Coffaro, Superintendent of Schools, Ms. Annette M. Wells, School Business Administrator/Board Secretary and Mr. David Bottge of Wielkott & Company, LLC.

Mr. Bottge reviewed the results of the audit with the board. He stated that there were no findings or comments.

Ms. Shelkin arrived at 5:39 pm.

Mr. Bottge reviewed district balances including unreserved fund balance, as well as, Capital Reserve, Emergency Reserve and Maintenance Reserve.

Mr. Bottage stated that the business office staff were all very helpful and provided information in a timely manner. The board expressed gratitude for the work of the business office.

Mr. Bottge left the meeting at 5:48 pm

Dr. Coffaro presented the 2025-2026 calendar for approval on tonight's meeting.

Ms. Wells provided the board with the 2025-2026 budget calendar.

Dr. Coffaro expressed the need to include a behavioral class in the budget for next year.

The board also requested an increase in aide salaries to be competitive with other districts.

Ms. Cooper arrived at 6:18 pm

Ms. Wells stated that the Dogwood Hill Elementary School bathroom project is on the agenda for approval tonight.

Ms. Wells also updated the board on the HVAC projects at all schools. Water flow issues were corrected due to the work of Mr. Tumminia and Mr. Thurston.

### **EXECUTIVE SESSION**

Motion made by Ms. Shelkin and seconded by Ms. Kilday to enter executive session at 6:18 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 staff 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.

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

Public Work Session

December 10, 2024

**RETURN FROM EXECUTIVE SESSION-**

The Board returned from Executive Session at 6:47 PM.

**ADJOURNMENT**

Motion made by Mr. Mazzilli and seconded by Ms. Shelkin to adjourn the meeting at 6:42 PM.

Upon call of the question, the motion carried unanimously.

Respectfully submitted,

Annette M. Wells  
School Business Administrator/ Board Secretary