

Oakland Public Schools
Regular Monthly Meeting Minutes
Tuesday, July 15, 2025
3:30 PM

A Regular Monthly Meeting of the Board of Education was held on July 15, 2025. The meeting was called to order at 3:30 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 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 12, 2025 and July 9, 2025 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 retains 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. Shelkin and Mr. Scerbo.

The following members were absent: Ms. Kilday and Mr. Mazzilli.

Also present: Dr. Gina M. Coffaro, Superintendent of Schools, and Ms. Annette M. Wells, Board Secretary/Business Administrator and 3 members of the public.

Dr. Coffaro thanked Mr. Desiderio for the process and the time he spent in choosing a new Vice Principal.

Mr. Desiderio stated that the process was lengthy and began in early May. He was grateful to his colleagues who assisted with the interviews. Mr. Desiderio then introduced Mr. Travis Hunt as the new Vice Principal at Valley Middle School.

Mr. Hunt thanked Mr. Desiderio and Dr. Coffaro for the opportunity.

I. MINUTES

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

- A. Approve the Regular Monthly Meeting minutes from June 24, 2025.
- B. Approve the Work Session minutes from June 24, 2025.
- C. Approve the Executive Session minutes from June 24, 2025.

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

II. BUILDINGS AND GROUNDS

None

III. PERSONNEL

A motion was made by Ms. Cooper and seconded by Ms. Shelkin to approve Personnel items A through P as follows:

- A. Approve the request of Todd Certosimo, Night Custodian at Valley Middle School, for intermittent FMLA beginning July 1, 2025 until FMLA is exhausted, unpaid with benefits.
- B. Approve the following employee transfers, effective September 1, 2025:

Name	New Location	Previous Location
William Kobb TCHR.DG.BSK.MG.01	Dogwood	Heights
Matthew McQuillen TCHR.HT.ELA.CR.01	Heights	Dogwood

- C. Approve the following appointments of certificated staff for the 2025-2026 school year, upon satisfactory completion of all employment obligations:

Name	Position	Location	Replacing	Step	Degree	Salary	Effective
Alexis Andriani	.6 Speech/Language TCHR.MT.SPH.MG.01	Manito	New budgeted Position	4	BA	\$44,820	9/1/2025
Valeri Powers	School Nurse TCHR.HT.NRS.MG.01	Heights	Annie Casamento	5	BA	\$71,829	9/1/2025

- D. Approve the following teachers for 2025-2026 summer curriculum work at \$52 per hour, upon submission of an approved voucher:

Name	Curriculum	Number of Hours
Mallory Fuentes	Literacy (K-2) Revisions	20
Kelly Bosgra	Library Media (K 5)	10
Stacy Contreras	Library Media (K 5)	10
Noelle Nebbia	Library Media (K 5)	10
Natalie DeLuca	Health (Grade 8)	5

- E. Approve 4 days of summer work for Valeri Powers at her per diem rate of pay, upon submission of an approved voucher.
- F. Approve the following Child Study Team member for Summer 2025 duties and referral compliance as needed at their per diem rates of pay, upon submission of an approved voucher:

Stephanie Sellitti, Speech/Language Therapist

- G. Approve the appointment of Barbara Verga as 2025 Safety Town Nurse at her contracted hourly rate of Pay, upon submission of an approved voucher. This salary will be funded with tuitions paid by program participants.
- H. Approve the Affirmative Action Team for the 2025-2026 school year as follows:

Jacqueline Christiano	Affirmative Action Officer
Rosanne Manganelli	Special Services
Pamela Baykal	Supervisor of Curriculum and Instruction
Sean Bowe	Principal
Lucy Talamini	Teacher/Parent Representative

- I. Approve the appointment of the following certificated staff members to the 2025 Summer Learning Academy as listed below at the hourly rate of \$57.50 as per the negotiated agreement, upon submission of an approved voucher:

Name	Position
Nicole Fallon	Substitute Teacher
Taryn Harry	Substitute Teacher
Gael Strohmeyer	Substitute Teacher
Lucy Talamini	Substitute Teacher

- J. Approve the appointment of the following staff member to the 2025 Summer Learning Academy paraprofessional positions as listed below at the hourly rate as per the approved rate sheet, upon submission of an approved voucher:

Name	Position
Dawn O'Dell	Substitute ABA Therapist Paraprofessional/Paraprofessional

- K. Approve the appointment of the following as Bus Aide for the 2025 Extended School Year at an hourly rate of \$20, upon submission of an approved voucher:

Dawn O'Dell

- L. Approve the appointment of the following staff members for the 2025-2026 school year as listed below at the hourly rate as per the approved rate sheet, upon submission of an approved voucher:

Name	Assignment
Veronica Artinger	Bus Aide
Meg Hartwell	Bus Aide
Denise Murrell	Bus Aide
Beth Spitzer	Bus Aide
Christina Barbour	Bus Aide
Kiley Kesenheimer	Bus Aide
Gemma Murrell	Bus Aide

- M. Approve the following Bus Aides to complete mandatory NJDOE training at the rate of \$60 per person, upon submission of an approved voucher:

Name
Veronica Artinger
Meg Hartwell
Denise Murrell
Beth Spitzer
Christina Barbour
Kiley Kesenheimer
Gemma Murrell

- N. Approve the appointment of the following staff members as Substitute Bus Aides for the 2025-2026 school year as listed below at the hourly rate as per the approved rate sheet, upon submission of an approved voucher:

Name
Susan Dishuk
Ann Marie Gillmore
Nicole Folkerts
Valerie Mulieri
Lucia Mucci
Dawn O'Dell

- O. Approve the appointment of Ava DeVencentis as Leave Replacement Teacher for Jill Rapuano at Valley Middle School at an annual salary of \$66,629 (Step 1/BA) to be prorated, effective from September 2, 2025 through on or about December 23, 2025. This appointment is contingent upon satisfactory completion of all employment obligations.
- P. Approve the appointment of Travis Hunt as Vice Principal for Valley Middle School at an annual salary of \$115,000 to be prorated, effective August 1, 2025.

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 as follows:

- A. Approve the following number of affirmed HIB Incidents as presented to the Board at the April 29, 2025 meeting:

Number of Affirmed HIB Incidents	6
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- B. Approve the Emergency Virtual or Remote Instruction Plan for the 2025-2026 school year as mandated by New Jersey Department of Education to satisfy the 180-day requirement pursuant to N.J.S.A. 6A:32-13.1 & 13.2 and its submission to the County Office of Education.
- C. Approve Valley Middle School and Elementary School Gifted and Talented students to participate in the Mathematical Olympiads monthly problem-solving for the 2025-26 school year. Registration cost in the amount of \$525

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

V. SPECIAL EDUCATION

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

- A. Approve the Letter of Agreement and the Addendum to the Agreement for Good Talking People LLC to provide 12 hours of Social Executive Summer Prep program and Speech/Language Therapy in an amount not to exceed \$2,000.
- B. Approve the Contract for School Nursing Services with BAYADA Home Health Care, Inc. to provide 1-1 nursing services for one student, whose name is on file in the Superintendent's office, for the 2025-2026 school year at the rate of \$75 per hour for a Registered Nurse.

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

VI. FINANCE

A motion was made by Ms. Cooper and seconded by Ms. Shelkin to approve Finance items A through N as follows:

- A. Approve the June 2025 certified gross (net & agency) payroll in the amount of \$2,318,261.05.
- B. Approve the payment of the attached list of bills for June 30, 2025 in the amount of \$476,138.59 which in proper legal form and subject to audit, provided funds are available in their respective accounts.
- C. Approve the payment of the attached list of bills for July 2025 in the amount of \$930,972.00 which in proper legal form and subject to audit, provided funds are available in their respective accounts.
- D. Approve the Board Secretary's certification to the Oakland Board of Education that, as of June 30, 2025 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.
- E. Approve the school year 2024-2025 Budget appropriation transfers for the month ending June 30, 2025.
- F. Approve the Preliminary Board Secretary's Financial Report for the month ending June 30, 2025.
- G. Approve the Preliminary Treasurer of School Monies Report for the month ending June 30, 2025.
- H. Approve staff participation in professional conferences/workshops outside the District, as per the attached.
- I. WHEREAS, Annette M. Wells, School Business Administrator/Board Secretary, possesses a Qualified Purchasing Agent (QPA) certificate;

WHEREAS, the State Treasurer, in consultation with the Governor and pursuant to N.J.S.A. 52:34-7 and N.J.S.A. 18A:18A-3 (b), has increased the bid threshold amount for school districts with a Qualified Purchasing Agent, from \$44,000 to \$53,000, effective July 1, 2025;

NOW, THEREFORE BE IT RESOLVED that the Oakland Board of Education, pursuant to N.J.S.A. 18A:18A-3 (a), establishes and sets the bid threshold amount of \$53,000 for the school district, and further authorizes the School Business Administrator/Board Secretary, the Qualified Purchasing Agent, to award contracts, in full accordance with N.J.S.A. 18A:18A-3 (a), for those purchases that do not exceed in the aggregate of the newly established bid threshold amount.

Furthermore, for contracts in the aggregate that are less than the bid threshold but fifteen (15%) or more of the amount, the School Business Administrator/Board Secretary shall award contracts after soliciting at least two competitive quotations.

The School Business Administrator/Board Secretary, pursuant to N.J.S.A. 18A:18A-37 (c), is authorized to award contracts that are in the aggregate less than fifteen (15%) percent of the bid threshold without soliciting competitive quotations.

J. Accept the Funding for Optimal Comprehensive Universal Screeners (FOCUS) Grant in the amount of \$5,310, with a project period from June 1, 2025 through May 31, 2026.

K. Accept and approve the funding allocation and submission of the FY26 IDEA Grant in the following amounts:

Basic	\$342,395
Preschool	\$ 20,589

L. Approve Change Order Number 002 for TSUJ Corporation for electrical upgrades at Dogwood Hill Elementary School in the amount of (\$51,166.00) for reduced scope in the placement of transformer and associated wiring.

Original Contract	\$360,677.00
Change Order 001	57,524.25
Change Order 002	<u>(51,166.00)</u>
Revised Contract	\$367,035.25

M. Approve Change Order Number 001 for TSUJ Corporation for electrical upgrades at Valley Middle School in the amount of \$53,544.70 for additional wiring to classroom unit ventilators.

Original Contract	\$493,777.00
Change Order 001	<u>53,544.70</u>
Revised Contract	\$547,321.70

- N. Amend the approval for withdrawal from Capital Reserve approved on June 24, 2025 to the following: Approve a withdrawal from Capital Reserve in the amount of \$59,902.95 for costs associated with electrical upgrades at Valley Middle School and Dogwood Hill Elementary School. \$53,544.70 is for additional wiring at Valley Middle School and \$6,358.25 is for the additional cost of the switchgear at Dogwood Hill Elementary School.

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

VII. ADMINISTRATION

None

VIII. TRANSPORTATION

Board Liaison: Ms. Kilday

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

- A. Approve the following Extended School Year 2025-26 bus route to be transported by First Student in an amount not to exceed \$3,780:
- Orchard School Ridgewood NJ

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

X. AUDIENCE PARTICIPATION

None

ADJOURNMENT

A motion was made by Ms. Shelkin and seconded by Ms. Cooper that the meeting be adjourned at 3:48 PM.

Upon call of the question, the motion carried unanimously.

Respectfully submitted,

Annette M. Wells
School Business Administrator/ Board Secretary

All approved policies can be found on the
Oakland Board of Education Website under
Board of Education/Board Policies:

<https://www.oaklandschoolsnj.org/>