

Oakland Public Schools
Regular Monthly Meeting Minutes
Tuesday, December 9, 2025
7:00 PM

A Regular Monthly Meeting of the Board of Education was held on December 9, 2025. The meeting was called to order at 7:05 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 December 2, 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. Kilday, Mr. Mazzilli, Ms. Shelkin and Mr. Scerbo.

Also present: Dr. Gina M. Coffaro, Superintendent of Schools, and Ms. Annette M. Wells, Board Secretary/Business Administrator and 63 members of the public.

Report of the Superintendent

Dr. Coffaro introduced Mr. Noonan and the VMS choir.

The choir sang two songs for the public.

Dr. Coffaro and Mr. Desiderio recognized Mr. John Messina who is retiring from the district after 29.5 years of service in the district.

I. MINUTES

A motion was made by Mr. Mazzilli and seconded by Ms. Cooper to approve Minute items A through C as follows:

- A. Approve the Regular Monthly Meeting minutes from October 14, 2025.
- B. Approve the Work Session minutes from October 14, 2025.
- C. Approve the Executive Session minutes from October 14, 2025.

Upon call of the roll, Ms. Shelkin abstained; all others voted yes. Motion carried.

II. BUILDINGS AND GROUNDS

A motion was made by Ms. Shelkin and seconded by Ms. Cooper to approve Buildings and Grounds items A and B as follows:

- A. Approve the safety drill report for the month of October 2025.
- B. Approve the safety drill report for the month of November 2025.

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

III. PERSONNEL

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

The Superintendent recommends that the Board of Education approve Personnel Resolutions as per the attached.

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 G as follows:

- A. Review the following number of HIB investigations for the period of October 14, 2025 through December 9, 2025 as follows:

Number of HIB Investigations	4
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- B. Approve the submission of the School Safety and Security Plan Annual Review Statement of Assurance to the Bergen County Office of Education.

- C. Approve the VMS Basketball Schedules and locations for the 2025-2026 school year as per the attached.
- D. Approve Mark Bitar as the 2025 Basketball Official Assignor at a rate of \$160 for the 2025-2026 season upon submission of an approved voucher.
- E. Approve the attached list of NJSIAA Basketball Officials for the 2025-2026 school year at a rate of \$70 per game upon submission of an approved voucher.
- F. Approve Valley Middle School Gifted and Talented Grade Seven students to participate in the NJCGTP Junior Model United Nations at a registration fee in the amount of \$300.
- G. Approve the 2026-2027 Calendar as per the attached.

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

- A. Amend the 2025-2026 out-of-district placement for one student, whose name is on file in the Superintendent's office to attend Barnstable Academy from September 1, 2025 to November 26, 2025.
- B. Approve the following out-of-district placement contracts for two students, whose names are on file in the Superintendent's office:
 - The Forum School, Waldwick, New Jersey, from October 20, 2025 to June 19, 2026.
 - The Preschool Integrated Program at Mary A. Hubbard School, Ramsey, New Jersey, from October 27, 2025 to June 19, 2026.
- C. Approve the contract with OTFIT LLC to provide occupational therapy direct services, consultations and evaluations as needed from December 1, 2025 through June 30, 2026 at the rate of \$90 per hour.
- D. Approve the North Jersey Health & Wellness Fee Schedule to provide the following services for the 2025-2026 school year on an as needed basis:
 - Psychiatric Evaluations (\$650)
 - Medical or Psychiatric Clearances (\$450)
 - Medical Office Visits (\$450)

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

VI. FINANCE

A motion was made by Mr. Mazzilli and seconded by Ms. Shelkin to approve Finance items A through Q as follows:

- A. Approve the October 2025 certified gross (net & agency) payroll in the amount of \$2,034,210.73.
- B. Approve the November 2025 certified gross (net & agency) payroll in the amount of \$2,066,905.61.
- C. Approve the payment of the attached list of bills in the amount of \$ 8,799,406.77 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 November 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 2025-2026 Budget appropriation transfers for the month ending October 31, 2025.
- F. Approve the school year 2025-2026 Budget appropriation transfers for the month ending November 30, 2025.
- G. Approve the Board Secretary's Financial Report for the month ending October 31, 2025.
- H. Approve the Board Secretary's Financial Report for the month ending November 30, 2025.
- I. Approve the Treasurer of School Monies Report for the month ending October 31, 2025.
- J. Approve the Treasurer of School Monies Report for the month ending November 30, 2025.
- K. Approve staff participation in professional conferences/workshops outside the District, as per the attached.
- L. Approve the wire transfer to the NJ Department of Labor for NJ Unemployment Compensation for \$10,167.62 for the Third Quarter of 2025.
- M. Accept with appreciation the donation of pumpkins, donuts, and apple juice from ShopRite of Oakland to T.O.P.S. Early Childhood Learning for the Halloween Fest.

- N. WHEREAS, The Board of Education of Oakland School District in the County of Bergen, NJ (the “Board”), would like to proceed with a school facilities project consisting generally of the SGI Conversion at Heights Elementary School (the “Project”);

WHEREAS, the Board now seeks to take the initial steps in order to proceed with the Project;

In accordance with the requirement of Section 6A:26-3 of the New Jersey Administrative Code, the Board hereby approves the Schematic Plans for the schematic submission prepared in connection with the Project and the Board further authorizes the submission of the same to Bergen County Superintendent of Schools and the New Jersey Department of Education for approval by Parette Somjen Architects. The Board is not seeking State Debt Service Aid but will find the project through Capital Reserve;

The board hereby authorizes, if necessary, the amendment to its Long Range Facilities Plan in order to reflect the proposed Project;

The School Administration and such other officers and agents of the Board as are necessary, including the Board attorney, bond counsel and architect, are hereby authorized to perform such other acts, to execute such other documents and do such other things as are necessary to implement the determination of the Board set forth in this resolution.

- O. WHEREAS, The Board of Education of Oakland School District in the County of Bergen, NJ (the “Board”), would like to proceed with a school facilities project consisting generally of the SGI Conversion @ Manito Elementary School (the “Project”);

WHEREAS, the Board now seeks to take the initial steps in order to proceed with the Project;

In accordance with the requirement of Section 6A:26-3 of the New Jersey Administrative Code, the Board hereby approves the Schematic Plans for the schematic submission prepared in connection with the Project and the Board further authorizes the submission of the same to Bergen County Superintendent of Schools and the New Jersey Department of Education for approval by Parette Somjen Architects. The Board is not seeking State Debt Service Aid but will find the project through Capital Reserve;

The board hereby authorizes, if necessary, the amendment to its Long Range Facilities Plan in order to reflect the proposed Project;

The School Administration and such other officers and agents of the Board as are necessary, including the Board attorney, bond counsel and architect, are hereby authorized to perform such other acts, to execute such other documents and do such other things as are necessary to implement the determination of the Board set forth in this resolution.

- P. WHEREAS, The Board of Education of Oakland School District in the County of Bergen, NJ (the “Board”), would like to proceed with a school facilities project consisting generally of the Restroom Renovations @ Manito Elementary School (the “Project”);

WHEREAS, the Board now seeks to take the initial steps in order to proceed with the Project;

In accordance with the requirement of Section 6A:26-3 of the New Jersey Administrative Code, the Board hereby approves the Schematic Plans for the schematic submission prepared in connection with the Project and the Board further authorizes the submission of the same to Bergen County Superintendent of Schools and the New Jersey Department of Education for approval by Parette Somjen Architects. The Board is not seeking State Debt Service Aid but will find the project through Capital Reserve;

The board hereby authorizes, if necessary, the amendment to its Long Range Facilities Plan in order to reflect the proposed Project;

The School Administration and such other officers and agents of the Board as are necessary, including the Board attorney, bond counsel and architect, are hereby authorized to perform such other acts, to execute such other documents and do such other things as are necessary to implement the determination of the Board set forth in this resolution.

- Q. WHEREAS, The Board of Education of Oakland School District in the County of Bergen, NJ (the “Board”), would like to proceed with a school facilities project consisting generally of the Generator at Valley Middle School (the “Project”);

WHEREAS, the Board now seeks to take the initial steps in order to proceed with the Project;

In accordance with the requirement of Section 6A:26-3 of the New Jersey Administrative Code, the Board hereby approves the Schematic Plans for the schematic submission prepared in connection with the Project and the Board further authorizes the submission of the same to Bergen County Superintendent of Schools and the New Jersey Department of Education for approval by Parette Somjen Architects. The Board is not seeking State Debt Service Aid but will find the project through Capital Reserve;

The board hereby authorizes, if necessary, the amendment to its Long Range Facilities Plan in order to reflect the proposed Project;

The School Administration and such other officers and agents of the Board as are necessary, including the Board attorney, bond counsel and architect, are hereby authorized to perform such other acts, to execute such other documents and do such other things as are necessary to implement the determination of the Board set forth in this resolution.

Mr. Mazzilli thanked Shoprite for their donation and noted the projects on the addendum.

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

VII. ADMINISTRATION

A motion was made by Ms. Kilday and seconded by Mr. Mazzilli to approve Administration items A and B as follows:

- A. Approve the submission of the Uniform State Memorandum of Agreement between Education and Law Enforcement Officials for the 2025-2026 school year.
- B. Approve the addendum to the 2025-2027 Lease Agreement with the Wyckoff YMCA to include the leasing of board facilities during the summer for the purpose of offering the Safety Town program.

Ms. Kilday thanked the Wyckoff YMCA for taking over Safety Town.

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

VIII. TRANSPORTATION

Board Liaison: Ms. Kilday

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

- A. Approve the list of field trips for students in the Oakland School District for the 2025-2026 school year as per the attached.

Dr. Coffaro thanked the Administration for creative ideas for the Field Trips.

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

IX. POLICY

Board Liaison: Ms. Cooper

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

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

- P 2422 Statutory Curricular Requirements
- P&R 2530 Resource Material
- P&R 2535 Library Material
- P&R 9130 Public Complaints

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

X. **AUDIENCE PARTICIPATION**

One member of the public praised the teaching of Mr. Messina.

One member of the public expressed appreciation for the culinary arts class at Valley Middle School and stated that Ms. Doyle runs a wonderful program.

One member of the public questioned the SGI classroom. Dr. Coffaro explained that it is a small class for small group instruction.

One member questioned the number of students coming from the new town construction. Dr. Coffaro stated that 13 COs were approved but no students have enrolled as of yet.

Mr. Scerbo wished everyone Happy Holidays on behalf of the Oakland Board of Education.

ADJOURNMENT

A motion was made by Ms. Shelkin and seconded by Mr. Mazzilli that the meeting be adjourned at 7:44 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/>