

Oakland K-8 Public Schools
Reorganization Meeting Minutes
Tuesday, January 6, 2026
5:30 PM

A Reorganization Meeting of the Board of Education was held in person on Tuesday, January 6, 2026. The meeting was called to order at 5:38 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 12, 2025 and December 22, 2025 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 M. Wells, Board Secretary/Business Administrator and 0 members of the public.

I. PURPOSE OF THE MEETING

The purpose of this meeting is 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 4, 2025 pursuant to notice given in accordance with school law.

B. Vote for Member of the Board of Education

Three Year Term:

Carita Shelkin	2,820
Write In's	77

Ms. Shelkin was elected to serve from January 2026 through December 2028.

The Oath of Office was administered to Ms. Shelkin.

III. ELECTION OF OFFICERS

As temporary chair, Ms. Wells requested nominations for the Office of President.

Ms. Kilday nominated Mr. Scerbo. Mr. Mazzilli seconded the nomination. Mr. Scerbo accepted the position.

Ms. Wells asked if there are any further nominations for the Office of President.

Since there were no further nominations from the floor, Ms. Wells requested to close nominations for the Office of President and cast one vote for Mr. Scerbo for president.

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

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

Mr. Scerbo requested nominations for the Office of Vice President of the Board of Education.

Mr. Mazzilli nominated Ms. Cooper. Ms. Shelkin seconded the nomination

ELECTION OF OFFICERS (cont.)

No further nominations for the Office of Vice President of the Board of Education were made. Mr. Scerbo called for a motion to close nominations and cast one vote for Ms. Cooper for Vice President.

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

Ms. Wells announced the results of voting and congratulated the Officers:

President: Mr. John Scerbo Vice President: Ms. Lisa Cooper

A motion was made by Mr. Mazzilli and seconded by Ms. Shelkin to acknowledge the Code of Ethics.

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.

Each board member went in turn reading the Code of Ethics

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

A motion was made by Mr. Mazzilli and seconded by Ms. Shelkin to approve items V through XV.

V. OFFICIAL PUBLICATIONS

Motion of designating the official publications for legal notices of the Board of Education as The Record 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 2026-2027.

VII. OFFICIAL DEPOSITORIES

Provident 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 2, 2026 (two signatories are required):

<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.

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 2026-2027 school year.

Representative: Peter Mazzilli

Alternate: Teresa Kilday

XI. LIAISON APPOINTMENTS

Mr. Scerbo designated the following liaison appointments:

Administration:	<u>Lisa Cooper</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 2026-2027 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 \$53,000 or as per any revisions made by the State for the 2026-2027 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 2026-2027, subject to amendments, additions, revisions or deletions, as determined by Board resolution.

XV. DISTRICT CURRICULUM

Approve the readoption of all current written curriculum from the date of this Organization Meeting until the Organization Meeting in the next calendar year, unless modified upon recommendation of the Superintendent.

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

XVI AUDIENCE PARTICIPATION

None

ADJOURNMENT

A motion was made by Ms. Shelkin and seconded by Ms. Kilday that the meeting be adjourned at 5:56 PM. Upon call of the question, the motion carried unanimously.

Respectfully submitted,

Annette M. Wells
School Business Administrator/ Board Secretary