

Oakland Public Schools
Regular Monthly Meeting Minutes
Tuesday, May 12, 2026
7:00 PM

A Regular Monthly Meeting of the Board of Education was held on May 12, 2026. The meeting was called to order at 7:02 PM by Mr. Scerbo.

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 11, 2026, and May 6, 2026 in the Municipal Building, the Board Offices, all school offices, on the district website <https://www.oaklandschoolsnj.org/board-of-education/legal-notice> and copies sent to 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 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, Ms. Michelle Andrawis, Assistant School Business Administrator, and 35 members of the public.

Report of the Superintendent

Dr. Coffaro, Ms. Christiano, and Mr. Desiderio acknowledged the following retirees:

Maria D'Avirro
Heidi McCallum
Karen A. Wilson
Susan Talbot
Jena Boomhower
Sharon Skelley

I. MINUTES

A motion was made by Ms. Shelkin and seconded by Ms. Kilday to approve Minute items A through E as follows:

- A. Approve the Special Meeting minutes from April 13, 2026.
- B. Approve the Executive Session minutes from April 13, 2026.
- C. Approve the Regular Monthly Meeting/Public Budget Hearing Meeting minutes from April 28, 2026.
- D. Approve the Work Session minutes from April 28, 2026.
- E. Approve the Executive Session minutes from April 28, 2026.

Upon call of the roll, Ms. Kilday and Mr. Mazzilli abstained from letters A and B. Ms. Cooper abstained from letters C, D and E; all others voted yes. Motion carried.

II. BUILDINGS AND GROUNDS

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

- A. Approve the safety drill report for the month of April 2026.

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. Shelkin to approve Personnel items A through G 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. Kilday to approve Regular Education items A and B as follows:

- A. Approve the following number of affirmed HIB Incidents as presented to the Board at the February 10, 2026 meeting:

Number of Affirmed HIB Incidents	2
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- B. Approve the AED/Medical Emergency Action Plan for the 2025-2026 school year.

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 and B as follows:

- A. Rescind the extended school year (ESY) programs as approved on March 24, 2026 to be held at T.O.P.S. Early Childhood Learning Mondays through Thursdays for the month of July 2026.
- B. Rescind the Bergen County Special Services School District Educational Enterprises Annual Contract for Services for home-based 1:1 student instruction for one student, whose name is on file in the Superintendent's office, from March 25, 2026 through June 30, 2026 at the contract amount not to exceed \$1,950.00 approved at the April 28, 2026 Board meeting.

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. Kilday to approve Finance items A through CC as follows:

- A. Approve the April 2026 certified gross (net & agency) payroll in the amount of \$2,107,601.79.
- B. Approve the payment of the attached list of bills in the amount of \$1,989,764.91 which in proper legal form and subject to audit, provided funds are available in their respective accounts.
- C. Approve the Board Secretary's certification to the Oakland Board of Education that, as of April 30, 2026 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.

- D. Approve the school year 2025-2026 Budget appropriation transfers for the month ending April 30, 2026.
- E. Approve the Board Secretary's Financial Report for the month ending April 30, 2026.
- F. Approve the Treasurer of School Monies Report for the month ending April 30, 2026.
- G. Approve staff participation in professional conferences/workshops outside the District, as per the attached.

- H. **WHEREAS**, the Uniform Shared Services and Consolidation Act, N.J.S.A. 40A:65-1 et seq. (hereinafter referred to as the “Act”), authorizes public entities to enter into a contract with each other to share services which the entities are empowered to provide or receive within their own jurisdictions, including services incidental to the primary purposes of any of the participating public entities; and

WHEREAS, pursuant to the Act, the Oakland Board of Education (hereinafter referred to as the “Board”)

and the Borough of Oakland (hereinafter referred to as the “Borough”) wish to enter into an agreement with one another for services to be performed and provided by a new class of special police officers know as Special Law Enforcement Officer III (“SLEO III”) in the schools to serve as security officers.

NOW THEREFORE, BE IT RESOLVED that the Board hereby approves the attached Shared Services Agreement with the Borough for the 2026-2027 school year.

BE IT FURTHER RESOLVED that the Board President and the Board Secretary/Business Administrator are authorized to sign the Shared Services Agreement and such other documents as are necessary to effectuate the terms of this resolution.

- I. Approve Velez Educational Services to provide SIS support and training for the 2026-2027 school year in an amount not to exceed \$17,765.
- J. Approve the renewal of the Student Information System Agreement with Harris Education (Realtime) for the 2026-2027 school year at a cost of \$50,683.47.
- K. Approve the Vehicle Maintenance Agreement with First Student for bus inspections and repairs for the 2026-2027 school year in the amount not to exceed \$28,000. The district received quotes for this service and this vendor is the most advantageous to the Board, price and other factors considered.
- L. Approve the monthly Petty Cash amounts for the 2026-2027 school year as follows:

School	Petty Cash Amount	Single Expenditure
Dogwood Hill School	\$100	\$25
Heights School	\$100	\$25
Manito School	\$100	\$25
Valley Middle School	\$250	\$50
Central Office	\$300	\$50

- M. Approve the following Tax-Sheltered Annuity Companies, Brokers and Third-Party Administrator for the 2026-2027 school year:
- | | |
|------------------|-----------------------------|
| Equitable/AXA | Orion Portfolio Solutions |
| Security Benefit | Lincoln Investment Planning |
| Omni Financial | |
- N. Approve continued participation with the Public Employer Trust Agreement for the policy period beginning July 1, 2026 through June 30, 2027.
- O. Approve continued participation with the School Health Insurance Fund for District employees for the policy period beginning July 1, 2026 through June 30, 2027.
- P. Approve continued participation with Delta Dental for District employees for the policy period beginning July 1, 2026 through June 30, 2027.
- Q. Approve the flexible spending account, cobra account and commuter reimbursement account administrative services agreement between the Oakland Board of Education and Ameriflex, Inc. for the 2026-2027 school year.
- R. Approve the 2026-2027 cooperative bids prepared by Education Data Services, Inc. for General Classroom, Photography, Science Supplies, Athletic, Custodial, Library, Physical Education, Technology, Health & Trainer, Audio Visual, Fine Art, Music, Computer/Toner, Elementary Teaching Aids, Special Needs and Operational and Maintenance Supplies and Equipment.
- S. Approve the award of copier paper contract to W.B. Mason, Bid Award Bid NJ-N-#13416 under Ed Data Cooperative Management System.
- T. Approve the following Cooperative Bidding Services for the 2026-2027 school year:
- The Hunterdon Regional Co-Op
 - The Ed Services Commission of NJ
 - NJSBA's Cooperative Pricing Agreement
- U. Approve E2E Exchange for E-rate services for the 2026-2027 school year.
- V. Approve the contract for 192-193 Nonpublic Services between the Bergen County Special Services School District and the Oakland School District for the 2026-2027 school year.
- W. Approve the Business Administrator/Board Secretary, or designee, be designated as the Board's agents to request State and Federal funds under the existing State and Federal Laws for the 2026-2027 school year.

- X. Approve the Business Administrator/Board Secretary be designated as the Board of Education's Claims Auditor with authority, as provided by 18A:19-2 amended, to direct pre-payment of claims for, Payroll, Fixed Charges and any other claim or demand which would be in the best interest of the Board to pay promptly.
- Y. Approve the participation of the Oakland Public Schools in the National School Breakfast and Lunch Program at all schools for the 2026-2027 school year in accordance with the rules and regulations promulgated by the Bureau of Child Nutrition Programs, New Jersey Department of Education.
- Z. Approve the attached food and milk prices for the 2026-2027 school year.
- AA. Be it resolved that the Oakland Board of Education "SFA" approves the renewal of the Food Service Management contract with The Pomptonian, Inc. "FSMC" for the food service operation for 2026-2027.

1. FSMC Fee:

The FSMC shall receive, in addition to the costs of operation, an administrative/management fee of \$0.3283 per reimbursable meal and meal equivalent to compensate the FSMC for administrative and management costs. This fee shall be billed monthly as a cost of operation. The SFA guarantees the payment of such costs and fee to the FSMC.

Total meals are calculated by adding reimbursable meal pattern meals served and meal equivalents. The number of reimbursable meals served to the children shall be determined by actual count. Cash receipts, other than from sales of reimbursable program meals served to the children, shall be divided by \$4.70 to arrive at an equivalent meal count.

The per meal administrative/management fee of \$0.3283 will be multiplied by total meals.

2. There is a guaranteed breakeven financial performance

3. Total Estimated Cost of Contract:

Total estimated expenses (cost) include food, labor, supplies, other expenses, and FSMC management fee.

The Total Cost of Contract is \$675,794.34.

BB. Approve the following professional services for the 2026-2027 school year as per submitted proposals on file in the Business Office:

Name	Services	Contract Amount	
* Fogarty, Hara, LaPira & Cherry, LLC.	Legal Firm	Partner:	\$ 185/hr
		Associate:	\$ 165/hr
		Estimated Annual:	\$95,000
*Methfessel & Werbel, P.C.	Legal Firm	Partner:	\$ 190/hr
		Associate:	\$ 165/hr
		Estimated Annual:	\$20,000
*Parette Somjen Architects L.L.C. (“PSA”)	Architect Services	Partner	\$ 186/hr
		Director/Senior Assoc.	\$ 182/hr
		Senior Architect	\$ 175/hr
		Project Architect	\$ 152/hr
		Contract Administrator	\$ 132/hr
		Estimated Annual:	\$25,000 **
* Wielkotz & Company, LLC	Audit Firm	Annual Fee:	\$30,500
		Audit Fiscal Year Ending 2026	
CBIZ Insurance Services	Insurance Services	NESBIG rate	
* Brown & Brown	Health Insurance	Commission Based	
	Broker of Record		

- * 1. The fee structure is most advantageous to the Board, price and other factors considered.
2. Experience, staff and resources necessary to perform the service as demonstrated by their prior performance with the Board.
3. Reputation and responsibility of professional contractors based upon prior performance with the Board.

** In addition to purchase orders rolled over from the 2025-2026 school year.

CC. Accept the Funding for Optimal Comprehensive Universal Screeners (FOCUS) Grant in the amount of \$4,320.00, with a project period from June 1, 2026, through May 31, 2027.

Mr. Mazzilli highlighted that shared services and cooperative bidding help control costs and the food service management company for 2026-2027 guarantees a breakeven.

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

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

- A. Approve Board Policies, By-Laws and Board Regulations as detailed in the Governance Manual for the 2026-2027 school, subject to amendments, additions, revisions or deletions, as determined by Board resolution.
- B. Approve the Oakland School District's curriculum, services and elements for the 2026-2027 school year required per N.J.A.C.6A:8.

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

VIII. TRANSPORTATION

A motion was made by Ms. Kilday and seconded by Mr. Mazzilli to approve Transportation items A and B 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.
- B. Approve the following 2026 Summer Learning Academy bus routes to be transported by District drivers and buses:
 - Franklin Lakes Public Schools/CAPS @ Colonial Road Elementary School, Franklin Lakes, NJ.
 - Godwin Elementary School BCCS, Midland Park, NJ.
 - Lincoln Elementary School, Pompton Lakes, NJ.
 - Chapel Hill Academy, Lincoln Park, NJ.
 - Peter Cooper School REALM Program, Ringwood, NJ
 - Windsor Bergen Academy, Ridgewood, NJ.
 - Sage Alliance, Mahwah NJ.
 - New Beginnings Fairfield, NJ.
 - Oakland TOPS Summer Learning.
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Upon call of the roll, the motion carried with a unanimous vote recorded.

IX. POLICY

None

X. AUDIENCE PARTICIPATION

One member of the public questioned the rescinding of the ESY program at T.O.P.S. Dr. Coffaro responded that we are running the summer program at T.O.P.S. and we just needed to update the wording.

One member of the public questioned if the SLEOs will be new. Mr. Scerbo responded that it is a renewal.

A motion was made by Ms. Kilday and seconded by Mr. Mazzilli that the meeting be adjourned at 7:55 PM.

Upon call of the question, the motion carried unanimously.

Respectfully submitted,

Dr. Gina M. Coffaro
Superintendent of Schools

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

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