

THE OAKLAND PUBLIC SCHOOLS

Office of the Superintendent
and
Secretary of the Board

BOARD OF EDUCATION
Regular Public Meeting
Administration Office
7:30 PM

MEMBERS OF THE BOARD

Mr. Akovity
Ms. Cooper
Mr. Gaffney
Mr. Scerbo
Ms. Shelkin

Dr. Gina M. Coffaro, Superintendent of Schools
Ms. Rachel DeCarlo, Business Administrator/Board Secretary

Next Regular Monthly Meeting
March 15, 2016
Valley Middle School

MEETING CALLED TO ORDER

PRESIDING OFFICER: _____

DATE: _____

TIME: _____

FLAG SALUTE

STATEMENT ON OPEN PUBLIC MEETINGS AND POLICY CONCERNING PERSONNEL

PRESIDING OFFICER:

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 May 4, 2015 in the Municipal Building, the Board Offices, all school offices and copies sent to newspapers serving Oakland: The Record, Ridgewood News and Suburban 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 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 two 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

	<u>Present</u>	<u>Absent</u>	<u>Time of Arrival After Meeting Called to Order</u>
Mr. Akovity	_____	_____	_____
Ms. Cooper	_____	_____	_____
Mr. Gaffney	_____	_____	_____
Mr. Scerbo	_____	_____	_____
Ms. Shelkin	_____	_____	_____

Also Present: Dr. Gina M. Coffaro, Superintendent of Schools
Ms. Rachel DeCarlo, Board Secretary/Business Administrator
and approximately ____ members of the public.

Report of the Superintendent of Schools

Spring Dates

Friday, March 25, 2016 (Good Friday)

Monday-Friday, April 4-8, 2016 (Spring Break)

Report of the Business Administrator

I. AUDIENCE PARTICIPATION

Mr. Scerbo
Board Liaison

- A. Approve motion to open meeting for public comment on the Agenda of this meeting.

Motion: _____ Second: _____

Roll Call Vote:

Mr. Akovity _____
Ms. Cooper _____
Mr. Scerbo _____
Ms. Shelkin _____
Mr. Gaffney _____

- B. Approve motion to close meeting for public comment on the Agenda of this meeting.

Motion: _____ Second: _____

Roll Call Vote:

Mr. Akovity _____
Ms. Cooper _____
Mr. Scerbo _____
Ms. Shelkin _____
Mr. Gaffney _____

II. MINUTES

- A. Approve the minutes of the Work Session of January 19, 2016.
- B. Approve the minutes of the Regular Monthly Meeting of January 19, 2016.
- C. Approve the minutes of the Executive Session of January 19, 2016 (Regular Monthly Meeting).

Motion: _____
(Discussion)

Second: _____

Roll Call Vote: (A) (B) (C)

Mr. Akovity	_____	_____	_____	_____	_____	_____	_____
Ms. Cooper	_____	_____	_____	_____	_____	_____	_____
Mr. Scerbo	_____	_____	_____	_____	_____	_____	_____
Ms. Shelkin	_____	_____	_____	_____	_____	_____	_____
Mr. Gaffney	_____	_____	_____	_____	_____	_____	_____

III. BUILDINGS AND GROUNDS

Mr. Akovity
Board Liaison

- A. Approve the safety drill report for the month of January.

Motion: _____
(Discussion)

Second: _____

Roll Call Vote: (A)

Mr. Akovity	_____	_____	_____	_____	_____	_____	_____
Ms. Cooper	_____	_____	_____	_____	_____	_____	_____
Mr. Scerbo	_____	_____	_____	_____	_____	_____	_____
Ms. Shelkin	_____	_____	_____	_____	_____	_____	_____
Mr. Gaffney	_____	_____	_____	_____	_____	_____	_____

IV. CAFETERIA

Ms. Shelkin
Board Liaison

- A. Approve the cafeteria report for the month of January 2016.
- B. Approve the payment of the attached list of bills for February 2016 when in proper legal form and subject to audit, provided funds are available in their respective accounts.

Motion: _____
(Discussion)

Second: _____

Roll Call Vote: (A) (B)

Mr. Akovity	_____	_____	_____	_____	_____	_____	_____
Ms. Cooper	_____	_____	_____	_____	_____	_____	_____
Mr. Scerbo	_____	_____	_____	_____	_____	_____	_____
Ms. Shelkin	_____	_____	_____	_____	_____	_____	_____
Mr. Gaffney	_____	_____	_____	_____	_____	_____	_____

V. PERSONNEL

**Ms. Shelkin
Board Liaison**

- A. Approve the appointment of the following daily substitute personnel, including teachers, nurses, teacher aides, playground/cafeteria aides, secretaries, vehicle drivers, technology aides and custodians for the 2015/2016 school year, subject to New Jersey Department of Education Criminal History Review (NJSA 18A:6-7.2) and Chemical Screening, if newly employed by the District, as per the attached lists.
- B. Approve staff participation in professional conferences/workshops outside the District, as per the attached.
- C. Approve the requests for leave without pay, as per the attached.
- D. Accept, with regret, the retirement/resignation of Ms. Donna Togneri, Guidance Counselor, effective July 1, 2016.
- E. Accept, with regret, the retirement/resignation of Ms. Roberta Sbrocco, effective March 1, 2016.
- F. Approve the appointment of Ms. Amanda Steng and Mr. Kevin Jacobsen as home instructors for the 2015/2016 school year.
- G. Approve the appointment of Ms. Milagros Villarie as a full time custodian at Manito School, at a prorated salary of \$12,594.32 (Step 1), effective February 23, 2016. This is a tenure track position and Ms. Villarie has already attained tenure status.
- H. Approve the appointment of Ms. Melissa Wallace as a long term substitute teacher at Dogwood Hill School at a per diem rate of \$276.22, effective on or about March 14, 2016 through the end of the 2015/2016 school year. All employment obligations have been completed. This position does not accrue tenure. (Ms. Wallace will work with Ms. Civitarese for three days prior to effective date at the daily substitute rate of pay.)

Motion: _____
(Discussion)

Second: _____

<u>Roll Call Vote:</u>	(A)	(B)	(C)	(D)	(E)	(F)	(G)	(H)
Mr. Akovity	_____	_____	_____	_____	_____	_____	_____	_____
Ms. Cooper	_____	_____	_____	_____	_____	_____	_____	_____
Mr. Scerbo	_____	_____	_____	_____	_____	_____	_____	_____
Ms. Shelkin	_____	_____	_____	_____	_____	_____	_____	_____
Mr. Gaffney	_____	_____	_____	_____	_____	_____	_____	_____

V. PERSONNEL (continued)

**Ms. Shelkin
Board Liaison**

I. Approve the Spring 2016 Student Teaching/Field Experience assignments, as per the attached sheet.

J. Approve the following VMS Afterschool Club and Advisor for the 2015/2016 school year:

<u>Club</u>	<u>Advisor</u>
Chess Club	Mr. John Messina
Animal Welfare Club	Ms. Kim Kiraly
Debate Club	Ms. Jennifer Wallace

K. Approve Mr. William Moore, full time student aide, to accompany one student as a one to one aide for after school band practices, upon submission of an approved voucher, at his hourly rate of pay of \$17.50.

L. Approve the appointment of Ms. Kim Seisz to conduct Orton Gillingham afterschool classes from 3:25 - 4:25 two days per week at \$49.70 per hour, upon submission of an approved voucher.

Motion: _____
(Discussion)

Second: _____

Roll Call Vote:

(I) (J) (K) (L)

Mr. Akovity	_____	_____	_____	_____	_____	_____	_____	_____
Ms. Cooper	_____	_____	_____	_____	_____	_____	_____	_____
Mr. Scerbo	_____	_____	_____	_____	_____	_____	_____	_____
Ms. Shelkin	_____	_____	_____	_____	_____	_____	_____	_____
Mr. Gaffney	_____	_____	_____	_____	_____	_____	_____	_____

VI. REGULAR EDUCATION

Mr. Akovity
Board Liaison

A. Approve the HIB Report for the period of January 20, 2016 through February 23, 2016 as follows:

Number of HIB Investigations	- 2
Number of Affirmed HIB Incidents	- 0

B. Approve the field trips for students in the Oakland School District for the 2015/2016 school year, as per the attached.

C. Approve the disposal of one Everett piano (manufactured in 1972, serial number 213768). This piano is not in serviceable condition.

D. Approve the operation of the District's Safety Town 2016 Program at Valley Middle School from Tuesday, July 5, 2016 through Friday, July 15, 2016.

E. Approve the operation of the District's 2016 Summer Enrichment School Program at Valley Middle School for students from June 27 -30, 2016 and July 5 - 8, 2016, at a tuition rate of \$100 per course.

F. Approve the operation of the District's Summer 2016 Threshold Program at Manito School from June 27, 2016 through July 28, 2016 (two conference days included). The program will operate Monday through Thursday. Program teachers will submit an approved voucher including hours for setup and cleanup time.

G. Approve the home instruction of one middle school student starting on or about January 28, 2016 for an as yet undetermined amount of time.

Motion: _____
(Discussion)

Second: _____

Roll Call Vote: **(A)** **(B)** **(C)** **(D)** **(E)** **(F)** **(G)**

Mr. Akovity	_____	_____	_____	_____	_____	_____	_____
Ms. Cooper	_____	_____	_____	_____	_____	_____	_____
Mr. Scerbo	_____	_____	_____	_____	_____	_____	_____
Ms. Shelkin	_____	_____	_____	_____	_____	_____	_____
Mr. Gaffney	_____	_____	_____	_____	_____	_____	_____

VI. REGULAR EDUCATION (continued)

**Mr. Akovity
Board Liaison**

- H. Approve the 2016-2017 School Year Calendar, as per the attached.
- I. Approve the ESEA Accountability Action Plan-2015 Participation Rate and its submission to the County Superintendent of School.
- J. Accept, with appreciation, from the Heights PTO, one mini-laptop cart (ERGOTRON 36U YES CART) at a cost of \$1,738.

Motion: _____
(Discussion)

Second: _____

Roll Call Vote: (H) (I) (J)

Mr. Akovity	_____	_____	_____	_____	_____	_____	_____	_____
Ms. Cooper	_____	_____	_____	_____	_____	_____	_____	_____
Mr. Scerbo	_____	_____	_____	_____	_____	_____	_____	_____
Ms. Shelkin	_____	_____	_____	_____	_____	_____	_____	_____
Mr. Gaffney	_____	_____	_____	_____	_____	_____	_____	_____

VII. SPECIAL EDUCATION

Ms. Cooper
Board Liaison

- A. Approve the operation of the District's Summer 2016 Preschool Disabled Program at Manito School from June 27, 2016 through July 28, 2016. The program will operate Monday through Thursday, contingent upon enrollment and need. Program teachers will submit an approved voucher including hours for setup and cleanup time.
- B. Approve the operation of the District's Summer 2016 LLD Middle School Program at Manito School from June 27 - July 28, 2016. The program will operate Monday through Thursday, contingent on enrollment and need. Program teachers will submit an approved voucher including hours for set up and clean up time.
- C. Approve revised contract with Commission for the Blind and Visually Impaired for the remainder of the 2015/2016 school year at a cost not to exceed \$6,956.00.

Motion: _____
(Discussion)

Second: _____

Roll Call Vote:

(A) (B) (C)

Mr. Akovity	_____	_____	_____	_____	_____	_____	_____
Ms. Cooper	_____	_____	_____	_____	_____	_____	_____
Mr. Scerbo	_____	_____	_____	_____	_____	_____	_____
Ms. Shelkin	_____	_____	_____	_____	_____	_____	_____
Mr. Gaffney	_____	_____	_____	_____	_____	_____	_____

VIII. FINANCE

Mr. Scerbo
Board Liaison

- A. Approve the January 2016 certified gross (net & agency) payroll in the amount of \$1,731,992.49.
- B. Approve the Board Secretary’s certification to the Oakland Board of Education that, as of January 19, 2016 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.
- C. Approve the payment of the list of bills with the run date of February 23 2016, which in proper legal form and subject to audit, provided funds are available in their respective accounts.
- D. Approve the school year 2015/2016 Budget appropriation transfers for the month of December 2015.
- E. Approve the Board Secretary's Financial Report for the month of December 2015.
- F. Approve the Treasurer of School Monies Report for the month of December 2015.
- G. Approve the attached Resolution confirming our three-year membership in the Northeast Bergen County School Board Insurance Group (NESBIG) from July 1, 2016 through June 30, 2019.
- H. Accept the Comprehensive Annual Financial Report and Auditors Management Report for Fiscal Year 2015.

Motion: _____ Second: _____
(Discussion)

<u>Roll Call Vote:</u>	(A)	(B)	(C)	(D)	(E)	(F)	(G)	(H)
Mr. Akovity	_____	_____	_____	_____	_____	_____	_____	_____
Ms. Cooper	_____	_____	_____	_____	_____	_____	_____	_____
Mr. Scerbo	_____	_____	_____	_____	_____	_____	_____	_____
Ms. Shelkin	_____	_____	_____	_____	_____	_____	_____	_____
Mr. Gaffney	_____	_____	_____	_____	_____	_____	_____	_____

VIII. FINANCE

**Mr. Scerbo
Board Liaison**

- I. Approve the 2014/2015 Audit Corrective Action Plan as per the attached.
- J. Approve tuition assistance to Ms. Patricia Zimmer, as per contractual agreement, not to exceed \$2,200.00 for the 2015/2016 school year.
- K. Approve the list of approved vendors with the Middlesex Regional Educational Services Commission Cooperative Pricing System.
- L. Approve a waiver request to the Bergen County Executive Superintendent of Schools of the Special Education Medicaid Initiative (SEMI) requirements for the 2016/2017 school year, due to the fact that the estimated number of eligible pupils which is 34, is less than 40.
- M. Approve the *NCLB* carryover of \$222 from 2014/2015 to 2015/2016 to be used for professional development.
- N. Approve to reassign use of Valley Middle School Fund 12 appropriations in the amount of \$141,000 for emergent projects requiring completion in the 15/16 school year, and to update the Long Range Facilities Plan to include these emergent projects.
- O. Approve the purchase and installation of new bleachers through Middlesex Regional Education Services Commission Cooperative Pricing System Bid # MRESC 14/15-62 to replace existing bleachers and removal of debris of old bleachers at Valley Middle School as follows:

Nickerson Corporation	\$99,854
Dumpsters	\$ 1,200
Electrical Supplies	\$ 1,500
- P. Approve a contract with Prestige Security Services for the purchase and installation of security cameras at Valley Middle School in the amount of \$39,500.00.

Motion: _____ Second: _____
(Discussion)

<u>Roll Call Vote:</u>	(I)	(J)	(K)	(L)	(M)	(N)	(O)	(P)
Mr. Akovity	_____	_____	_____	_____	_____	_____	_____	_____
Ms. Cooper	_____	_____	_____	_____	_____	_____	_____	_____
Mr. Scerbo	_____	_____	_____	_____	_____	_____	_____	_____
Ms. Shelkin	_____	_____	_____	_____	_____	_____	_____	_____
Mr. Gaffney	_____	_____	_____	_____	_____	_____	_____	_____

IX. TRANSPORTATION

Ms. Shelkin
Board Liaison

- A. Approve that It Be Resolved that the Oakland Board of Education does hereby approve an agreement with the Region 1/Mahwah Board of Education, a Coordinated Transportation Services Agency, for the purpose of transporting students in accordance with Chapter 53, P.L. 1997 for the 2016/2017 school year. The services to be provided include, but are not limited to, the coordinated transportation of public, nonpublic and special education students.

Be It Further Resolved, that the Oakland Board of Education agrees to abide by the Transportation Services Agreement as published by the Region 1/Mahwah Board of Education and attached to this Agenda.

Motion: _____
(Discussion)

Second: _____

Roll Call Vote: (A)

Mr. Akovity	_____	_____	_____	_____	_____	_____	_____
Ms. Cooper	_____	_____	_____	_____	_____	_____	_____
Mr. Scerbo	_____	_____	_____	_____	_____	_____	_____
Ms. Shelkin	_____	_____	_____	_____	_____	_____	_____
Mr. Gaffney	_____	_____	_____	_____	_____	_____	_____

X. POLICY

**Ms. Cooper
Board Liaison**

- A. Approve the annual maintenance fee of \$2,500 to New Jersey Schools Boards for Internet Policy Services and License Agreement for the period October 2015 - October 2016.
- B. Approve for first reading, the revised Policy # 4112.8/4212.8, Nepotism.
- C. Approve for first reading, the new Policy 5141.22, Medical Marijuana.
- D. Approve the Exhibit to accompany Policy 5141.22, Medical Marijuana.

Motion: _____
(Discussion)

Second: _____

Roll Call Vote: (A) (B) (C) (D)

Mr. Akovity	_____	_____	_____	_____	_____	_____	_____	_____
Ms. Cooper	_____	_____	_____	_____	_____	_____	_____	_____
Mr. Scerbo	_____	_____	_____	_____	_____	_____	_____	_____
Ms. Shelkin	_____	_____	_____	_____	_____	_____	_____	_____
Mr. Gaffney	_____	_____	_____	_____	_____	_____	_____	_____

XI. AUDIENCE PARTICIPATION

Mr. Scerbo
Board Liaison

A. Approve motion to open meeting to public participation.

Motion: _____ Second: _____

B. Approve motion to close meeting to public participation.

Motion: _____ Second: _____

XII. EXECUTIVE SESSION (If Requested)

WHEREAS, The Board of Education must discuss subjects concerning personnel matters, legal issues, 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 that 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 at the conclusion of the public segment of this meeting 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.

Motion: _____ Second: _____

Roll Call Vote:

- Mr. Akovity _____
- Ms. Cooper _____
- Mr. Gaffney _____
- Mr. Scerbo _____
- Ms. Shelkin _____

Time Entered Executive Session: _____

RETURN TO OPEN SESSION:

Motion: _____ Second: _____

Time Returned to Open Session: _____

ADJOURNMENT:

Motion: _____ Second: _____

Time of Adjournment: _____

Attachments

Minutes:	Work Session - 1/19/16 Regular Monthly Meeting - 1/19/16
Buildings & Grounds:	Security Drills
Cafeteria:	February Bills List Cafeteria Report - January
Personnel:	Substitutes Professional Conferences Leaves Without Pay Student Teachers
Regular Education:	Field Trips 2016/2017 School Calendar Enrollment
Special Education:	
Finance:	Insurance Resolutions Corrective Action Plan
Transportation:	
Policy:	Policy # 4112.8/4212.8, Nepotism. Policy 5141.22, Medical Marijuana. Exhibit to Policy 5141.22, Medical Marijuana.