

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
April 12, 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

- American Legion Elementary Coloring Contest Winners – Award Presentation
- Chief Kasper, Oakland Police Department – Safety Update

Spring Dates

Friday, March 25, 2016 (Good Friday)

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

The Proposed 2016/2017 School District Budget

Public Hearing:	Tuesday, March 29, 2016	7:30 PM
Budget Presentation to PTO's	Tuesday, April 12, 2016	7:30 PM
Board Elections:	Tuesday, April 19, 2016	2:00-9:00 PM

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 February 23, 2016.
- B. Approve the minutes of the Regular Monthly Meeting of February 23, 2016.
- C. Approve the minutes of the Executive Session of February 23, 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 February.
- B. Approve the submission of a project application for fire alarm upgrades at the Dogwood Hill Elementary School (State Project #3760-040-16-1000) by LAN Associates to the State of New Jersey, Department of Education. The Board will not be seeking an SDA Grant for this project as part of the submission. This project is not in the current Long Range Facility Plan and the plan needs to be amended.

Motion: _____
(Discussion)

Second: _____

Roll Call Vote: (A) (B)

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 February 2016.
- B. Approve the payment of the attached list of bills for March 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. Approve the appointment of the following as Valley Middle School Interscholastic Track and Field Officials for the 2015/2016 Season, at the Board approved \$42 per game, upon submission of an approved voucher:

Lauren Binder	Stacy Kasper	Liz Connolly
Gael Strohmeyer	Lauren Butterworth	Jessica Semeraro
Tracey Scala	Ryan Gilligan	Ally Englishman

- E. Approve the request of Ms. Lauren Baumgarten, Teacher at Heights Elementary School, for the use of the NJ Family Medical Leave Act beginning September 1, 2016 to November 25, 2016. (This is an unpaid leave with benefits.)
- F. Approve the request of Ms. Lauren Baumgarten, Teacher at Heights Elementary School, for Board Policy Leave starting on November 28, 2016 until the end of the 2016-2017 school year. (This is an unpaid leave without benefits.)

Motion: _____ Second: _____
(Discussion)

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

V. PERSONNEL (continued)

Ms. Shelkin
Board Liaison

- G. Approve the request of Ms. Heather Nebesni, Teacher at Manito Elementary School, for the use of the FMLA beginning on or about June 13, 2016 until the end of the 2015-2016 school year. (This is a paid leave with benefits.)
- H. Approve the request of Ms. Heather Nebesni, Teacher at Manito Elementary School, for the use of NJ Family Medical Leave Act beginning on September 1, 2016 through November 23, 2016. (This is an unpaid leave with benefits.)
- I. Approve Ms. Anne Marie Gilmore for one additional hour per day as a bus aide at \$14.00 per hour effective February 17, 2016 through the end of the 2015-2016 school year.
- J. Approve the Fall 2016 Student Teaching/Field Experience assignments, as per the attached sheet.
- K. Approve the *Revised* appointment of mentors for novice teaching staff for the 2015/2016 school year, as per the attached.

Motion: _____
(Discussion)

Second: _____

Roll Call Vote:

(G) (H) (I) (J) (K)

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 February 24, 2016 through March 22, 2016 as follows:

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

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 Comprehensive Equity Plan for 2016-2017, 2017-2018 and 2018-2019 school years and its submission to the County Superintendent of Schools.

D. Approve the 2015/2016 Valley Middle School Interscholastic Track Schedule, as per the attached.

E. Approve the changes to the 2015/2016 end of year school calendar as follows:

Friday, May 27, 2016	All Schools Closed
Thursday, June 16, 2016	Minimum Day All Schools
Friday, June 17, 2016	Minimum Day All Schools
	Last Day for Students and Staff
	VMS Graduation – 5:30 – Indian Hills
	High School Auditorium

(This calendar is contingent upon no emergency school closings for the remainder of year.)

Motion: _____ Second: _____
(Discussion)

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

VII. SPECIAL EDUCATION

**Ms. Cooper
Board Liaison**

- A. Approve a contract for one student with Bergen County Special Services for a Functional Behavior Assessment at a cost not to exceed \$790.
- B. Approve a contract with American Tutor to provide educational instruction to one student, currently a patient at Immediate Care Children’s Psychiatric Center Parsippany, for two hours per day, five days per week at a cost of \$58 per hour.
- C. Approve a contract with Bergen County Special Services for continued support from Educational Enterprises Division for one student for the remainder of the school year at a rate not to exceed \$2,480.

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 February 2016 certified gross (net & agency) payroll in the amount of \$1,735,511.86.
- B. Approve the Board Secretary’s certification to the Oakland Board of Education that, as of March 22, 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 March 22, 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 January 2016.
- E. Approve the Board Secretary's Financial Report for the month of January 2016.
- F. Approve the Treasurer of School Monies Report for the month of January 2016.
- G. Approve the voiding of check #019785 in the amount of \$5.00.

Motion: _____
(Discussion)

Second: _____

Roll Call Vote:

	(A)	(B)	(C)	(D)	(E)	(F)	(G)
Mr. Akovity	_____	_____	_____	_____	_____	_____	_____
Ms. Cooper	_____	_____	_____	_____	_____	_____	_____
Mr. Scerbo	_____	_____	_____	_____	_____	_____	_____
Ms. Shelkin	_____	_____	_____	_____	_____	_____	_____
Mr. Gaffney	_____	_____	_____	_____	_____	_____	_____

VIII. FINANCE

Mr. Scerbo
Board Liaison

H. WHEREAS, the Oakland School District Board of Education recognizes school staff and Board members will incur travel expenses/conference expenditures related to and within the scope of their current responsibilities and for travel that promotes the delivery of instruction or furthers the efficient operation of the school district; and

WHEREAS, N.J.A.C. 6A:23B-1.1 et seq. requires Board members to receive approval of these expenses by a majority of the full voting membership of the Board and staff members to receive prior approval of these expenses by the Superintendent of Schools and a majority of the full voting membership of the Board; and

THEREFORE, BE IT RESOLVED, the Board of Education approves all travel not in compliance with N.J.A.C. 6A:23B-1.1 et seq. as being necessary and unavoidable as noted on the approved Board of Education Out of District Travel and Reimbursement Forms; and

BE IT FURTHER RESOLVED, the Board of Education approves travel and related expense reimbursements in accordance with N.J.A.C. 6A:23B-1.2(b), to a maximum expenditure of \$81,595 for all staff and Board members.

Motion: _____
(Discussion)

Second: _____

Roll Call Vote: (H)

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

IX. TRANSPORTATION

Ms. Shelkin
Board Liaison

- A. Approve the revised parent contract for transportation to The Forum School, Waldwick, NJ, in the amount of \$380.48.

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 for final reading, the revised Policy # 4112.8/4212.8, Nepotism.
- B. Approve for final reading, the new Policy 5141.22, Medical Marijuana.
- C. Approve the Exhibit to accompany Policy 5141.22, Medical Marijuana.
- D. Approve for first reading, the revised Policy #1330, Use of School Facilities.

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 - 2/23/16 Regular Monthly Meeting - 2/23/16
Buildings & Grounds:	Security Drills
Cafeteria:	March Bills List Cafeteria Report - February
Personnel:	Substitutes Professional Conferences Leaves Without Pay Student Teaching/Field Experience Revised Mentor/Novice Teacher
Regular Education:	Field Trips VMS Track Schedule Enrollment
Special Education:	
Finance:	
Transportation:	
Policy:	Policy #4112.8/4212.8, Nepotism Policy #5141.22, Medical Marijuana Exhibit to Policy 5141.22, Medical Marijuana Policy #1330, Use of Facilities