

**BOARD OF EDUCATION
OAKLAND, NEW JERSEY**

February 23, 2016

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Meeting A Regular Monthly Meeting of the Board of Education was held at the Administration Office on the above date. The meeting was called to order at 7:30 PM by Mr. Gaffney.

Meeting Notice Mr. Gaffney led those present in the Pledge of Allegiance and read the Open Public Meetings announcement as follows: 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 The following members were present: Mr. Akovity, Ms. Cooper, Mr. Gaffney, Mr. Scerbo, Ms. Shelkin. Also present were Dr. Gina M. Coffaro, Superintendent of Schools, Ms. Rachel DeCarlo, Board Secretary/Business Administrator and five members of the public.

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Report of the Superintendent of Schools

Spring Dates

Friday, March 25, 2016 (Good Friday)
Monday-Friday, April 4-8, 2016 (Spring Break)

Audience Participation

Mr. Scerbo moved and Ms. Cooper seconded to open meeting for public comment on the Agenda of this meeting. On a roll call vote: AYES: Mr. Akovity, Ms. Cooper, Mr. Gaffney, Mr. Scerbo, Ms. Shelkin. Motion carried.

Charles McCormick – VMS Petition – gym requirements (dress code) 200 signatures – no response. Communication failure? Given to secretary four weeks ago.

Mr. Scerbo moved and Ms. Cooper seconded to close meeting for public comment on the Agenda of this meeting. On a roll call vote: AYES: Mr. Akovity, Ms. Cooper, Mr. Gaffney, Mr. Scerbo, Ms. Shelkin. Motion carried.

Minutes

**Public Work
Session
1/19/16**

Mr. Scerbo moved and Ms. Shelkin seconded to approve the minutes of the Public Work Session of January 19, 2016. On a roll call vote: AYES: Mr. Akovity, Ms. Cooper, Mr. Scerbo, Ms. Shelkin, Mr. Gaffney. Motion carried.

**Regular Meeting
1/19/16**

Mr. Scerbo moved and Ms. Shelkin seconded to approve the minutes of the Regular Monthly Meeting of January 19, 2016. On a roll call vote: AYES: Mr. Akovity, Ms. Cooper, Mr. Scerbo, Ms. Shelkin, Mr. Gaffney. Motion carried.

**Executive Session
1/19/16**

Mr. Scerbo moved and Ms. Shelkin seconded to approve the minutes of the Executive Session of January 19, 2016 (Regular Monthly). On a roll call vote: AYES: Mr. Akovity, Ms. Cooper, Mr. Scerbo, Ms. Shelkin, Mr. Gaffney. Motion carried.

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Buildings & Grounds

Safety Drill Report Mr. Akovity moved and Ms. Cooper seconded to approve the safety drill report for the month of January. On a roll call vote: AYES: Mr. Akovity, Ms. Cooper, Mr. Scerbo, Ms. Shelkin, Mr. Gaffney. Motion carried.

Cafeteria

Cafeteria Report Ms. Shelkin moved and Mr. Scerbo seconded to approve the cafeteria report for the month of January 2016. On a roll call vote: AYES: Mr. Akovity, Ms. Cooper, Mr. Scerbo, Ms. Shelkin, Mr. Gaffney. Motion carried.

Bills List

Ms. Shelkin moved and Mr. Scerbo seconded to 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. On a roll call vote: AYES: Mr. Akovity, Ms. Cooper, Mr. Scerbo, Ms. Shelkin, Mr. Gaffney. Motion carried.

Personnel

Substitutes

Ms. Shelkin moved and Mr. Akovity seconded to approve the appointment of the following daily substitute personnel, including teachers, nurses, teacher aides, playground/cafeeteria 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. On a roll call vote: AYES: Mr. Akovity, Ms. Cooper, Mr. Scerbo, Ms. Shelkin, Mr. Gaffney. Motion carried.

**Conferences/
Workshops**

Ms. Shelkin moved and Mr. Akovity seconded to approve staff participation in professional conferences/workshops outside the District, as per the attached. On a roll call vote: AYES: Mr. Akovity, Ms. Cooper, Mr. Scerbo, Ms. Shelkin, Mr. Gaffney. Motion carried.

**Leaves Without
Pay**

Ms. Shelkin moved and Mr. Akovity seconded to approve the requests for leave without pay, as per the attached. On a roll call vote: AYES: Mr. Akovity, Ms. Cooper, Mr. Scerbo, Ms. Shelkin, Mr. Gaffney. Motion carried.

Donna Togneri

Ms. Shelkin moved and Mr. Akovity seconded to accept, with regret, the retirement/resignation of Ms. Donna Togneri, Guidance Counselor, effective July 1, 2016. On a roll call vote: AYES: Mr. Akovity, Ms. Cooper, Mr. Scerbo, Ms. Shelkin, Mr. Gaffney. Motion carried.

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Personnel (continued)

Roberta Sbrocco Ms. Shelkin moved and Mr. Akovity seconded to accept, with regret, the retirement/resignation of Ms. Roberta Sbrocco, effective March 1, 2016. On a roll call vote: AYES: Mr. Akovity, Ms. Cooper, Mr. Scerbo, Ms. Shelkin, Mr. Gaffney. Motion carried.

Home Instructors Ms. Shelkin moved and Mr. Akovity seconded to approve the appointment of Ms. Amanda Steng and Mr. Kevin Jacobsen as home instructors for the 2015/2016 school year. On a roll call vote: AYES: Mr. Akovity, Ms. Cooper, Mr. Scerbo, Ms. Shelkin, Mr. Gaffney. Motion carried.

Milagros Villarie Ms. Shelkin moved and Mr. Akovity seconded to 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. On a roll call vote: AYES: Mr. Akovity, Ms. Cooper, Mr. Scerbo, Ms. Shelkin, Mr. Gaffney. Motion carried.

Melissa Wallace Ms. Shelkin moved and Mr. Akovity seconded to 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.) On a roll call vote: AYES: Mr. Akovity, Ms. Cooper, Mr. Scerbo, Ms. Shelkin, Mr. Gaffney. Motion carried.

**Student Teaching/
Field Experience** Ms. Shelkin moved and Mr. Akovity seconded to approve the Spring 2016 Student Teaching/Field Experience assignments, as per the attached sheet. On a roll call vote: AYES: Mr. Akovity, Ms. Cooper, Mr. Scerbo, Ms. Shelkin, Mr. Gaffney. Motion carried.

Mr. Scerbo stated that the Board thanks our teachers for accepting Student Teachers. Many districts not accepting.

**VMS Afterschool
Clubs/Advisors** Ms. Shelkin moved and Mr. Akovity seconded to 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

On a roll call vote: AYES: Mr. Akovity, Ms. Cooper, Mr. Scerbo, Ms. Shelkin, Mr. Gaffney. Motion carried.

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Personnel (continued)

William Moore Ms. Shelkin moved and Mr. Akovity seconded to 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. On a roll call vote: AYES: Mr. Akovity, Ms. Cooper, Mr. Scerbo, Ms. Shelkin, Mr. Gaffney. Motion carried.

Kim Seisz Ms. Shelkin moved and Mr. Akovity seconded to 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. On a roll call vote: AYES: Mr. Akovity, Ms. Cooper, Mr. Scerbo, Ms. Shelkin, Mr. Gaffney. Motion carried.

Regular Education

HIB Report Mr. Akovity moved and Ms. Shelkin seconded to 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

On a roll call vote: AYES: Mr. Akovity, Ms. Cooper, Mr. Scerbo, Ms. Shelkin, Mr. Gaffney. Motion carried.

Field Trips Mr. Akovity moved and Ms. Shelkin seconded to approve the field trips for students in the Oakland School District for the 2015/2016 school year, as per the attached. On a roll call vote: AYES: Mr. Akovity, Ms. Cooper, Mr. Scerbo, Ms. Shelkin, Mr. Gaffney. Motion carried.

Piano Disposal Mr. Akovity moved and Ms. Shelkin seconded to approve the disposal of one Everett piano (manufactured in 1972, serial number 213768). This piano is not in serviceable condition. On a roll call vote: AYES: Mr. Akovity, Ms. Cooper, Mr. Scerbo, Ms. Shelkin, Mr. Gaffney. Motion carried.

Safety Town 2016 Mr. Akovity moved and Ms. Shelkin seconded to 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. On a roll call vote: AYES: Mr. Akovity, Ms. Cooper, Mr. Scerbo, Ms. Shelkin, Mr. Gaffney. Motion carried.

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Regular Education(continued)

**Summer 2016
Enrichment** Mr. Akovity moved and Ms. Shelkin seconded to 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. On a roll call vote: AYES: Mr. Akovity, Ms. Cooper, Mr. Scerbo, Ms. Shelkin, Mr. Gaffney. Motion carried.

**Summer 2016
Threshold** Mr. Akovity moved and Ms. Shelkin seconded to 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. On a roll call vote: AYES: Mr. Akovity, Ms. Cooper, Mr. Scerbo, Ms. Shelkin, Mr. Gaffney. Motion carried.

Home Instruction Mr. Akovity moved and Ms. Shelkin seconded to approve the home instruction of one middle school student starting on or about January 28, 2016 for an as yet undetermined amount of time. On a roll call vote: AYES: Mr. Akovity, Ms. Cooper, Mr. Scerbo, Ms. Shelkin, Mr. Gaffney. Motion carried.

**2016-2017
School Calendar** Mr. Akovity moved and Ms. Shelkin seconded to approve the 2016-2017 School Year Calendar, as per the attached. On a roll call vote: AYES: Mr. Akovity, Ms. Cooper, Mr. Scerbo, Ms. Shelkin, Mr. Gaffney. Motion carried.

ESEA Action Plan Mr. Akovity moved and Ms. Shelkin seconded to approve the ESEA Accountability Action Plan-2015 Participation Rate and its submission to the County Superintendent of School. On a roll call vote: AYES: Mr. Akovity, Ms. Cooper, Mr. Scerbo, Ms. Shelkin, Mr. Gaffney. Motion carried.

**Heights PTO
Donation** Mr. Akovity moved and Ms. Shelkin seconded to accept, with appreciation, from the Heights PTO, one mini-laptop cart (ERGOTRON 36U YES CART) at a cost of \$1,738. On a roll call vote: AYES: Mr. Akovity, Ms. Cooper, Mr. Scerbo, Ms. Shelkin, Mr. Gaffney. Motion carried.

Mr. Akovity thanked the PTO for the laptop cart.

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Special Education

**Summer 2016
Preschool Disabled** Ms. Cooper moved and Ms. Shelkin seconded to 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. On a roll call vote: AYES: Mr. Akovity, Ms. Cooper, Mr. Scerbo, Ms. Shelkin, Mr. Gaffney. Motion carried.

**Summer 2016
LLD Middle School
Program** Ms. Cooper moved and Ms. Shelkin seconded to 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. On a roll call vote: AYES: Mr. Akovity, Ms. Cooper, Mr. Scerbo, Ms. Shelkin, Mr. Gaffney. Motion carried.

**Commission for
the Blind** Ms. Cooper moved and Ms. Shelkin seconded to 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. On a roll call vote: AYES: Mr. Akovity, Ms. Cooper, Mr. Scerbo, Ms. Shelkin, Mr. Gaffney. Motion carried.

**Finance
Payroll**

Mr. Scerbo moved and Ms. Cooper seconded to approve the January 2016 certified gross (net & agency) payroll in the amount of \$1,731,992.49. On a roll call vote: AYES: Mr. Akovity, Ms. Cooper, Mr. Scerbo, Ms. Shelkin, Mr. Gaffney. Motion carried.

**Board Secretary
Certification** Mr. Scerbo moved and Ms. Cooper seconded to 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. On a roll call vote: AYES: Mr. Akovity, Ms. Cooper, Mr. Scerbo, Ms. Shelkin, Mr. Gaffney. Motion carried.

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Finance (continued)

- List of Bills
January** Mr. Scerbo moved and Ms. Cooper seconded to approve the payment of the list of bills with the run date of January 18, 2016, which in proper legal form and subject to audit, provided funds are available in their respective accounts. On a roll call vote: AYES: Mr. Akovity, Ms. Cooper, Mr. Scerbo, Ms. Shelkin, Mr. Gaffney. Motion carried.
- Budget Transfers** Mr. Scerbo moved and Ms. Cooper seconded to approve the school year Budget appropriation transfers for December 2015, as per the attached list. On a roll call vote: AYES: Mr. Akovity, Ms. Cooper, Mr. Scerbo, Ms. Shelkin, Mr. Gaffney. Motion carried.
- Board Secretary's
Report** Mr. Scerbo moved and Ms. Cooper seconded to approve the Board Secretary's Financial Report for the month of December 2015. On a roll call vote: AYES: Mr. Akovity, Ms. Cooper, Mr. Scerbo, Ms. Shelkin, Mr. Gaffney. Motion carried.
- Treasurer of
School Monies** Mr. Scerbo moved and Ms. Cooper seconded to approve the Treasurer of School Monies Report for the month of December 2015. On a roll call vote: AYES: Mr. Akovity, Ms. Cooper, Mr. Scerbo, Ms. Shelkin, Mr. Gaffney. Motion carried.
- NESBIG** Mr. Scerbo moved and Ms. Cooper seconded to 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. On a roll call vote: AYES: Mr. Akovity, Ms. Cooper, Mr. Scerbo, Ms. Shelkin, Mr. Gaffney. Motion carried.
- Audit Report
FY 2015** Mr. Scerbo moved and Ms. Cooper seconded to accept the Comprehensive Annual Financial Report and Auditors Management Report for Fiscal Year 2015. On a roll call vote: AYES: Mr. Akovity, Ms. Cooper, Mr. Scerbo, Ms. Shelkin, Mr. Gaffney. Motion carried.
- Audit Corrective
Action Plan** Mr. Scerbo moved and Ms. Cooper seconded to approve the 2014/2015 Audit Corrective Action Plan as per the attached. On a roll call vote: AYES: Mr. Akovity, Ms. Cooper, Mr. Scerbo, Ms. Shelkin, Mr. Gaffney. Motion carried.
- Patricia Zimmer** Mr. Scerbo moved and Ms. Cooper seconded to approve tuition assistance to Ms. Patricia Zimmer, as per contractual agreement, not to exceed \$2,200.00 for the 2015/2016 school year. On a roll call vote: AYES: Mr. Akovity, Ms. Cooper, Mr. Scerbo, Ms. Shelkin, Mr. Gaffney. Motion carried.

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Finance (continued)

Cooperative Pricing System Mr. Scerbo moved and Ms. Cooper seconded to approve the list of approved vendors with the Middlesex Regional Educational Services Commission Cooperative Pricing System. On a roll call vote: AYES: Mr. Akovity, Ms. Cooper, Mr. Scerbo, Ms. Shelkin, Mr. Gaffney. Motion carried.

SEMI Waiver Mr. Scerbo moved and Ms. Cooper seconded to 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. On a roll call vote: AYES: Mr. Akovity, Ms. Cooper, Mr. Scerbo, Ms. Shelkin, Mr. Gaffney. Motion carried.

NCLB Carryover Mr. Scerbo moved and Ms. Cooper seconded to approve the *NCLB* carryover of \$222 from 2014/2015 to 2015/2016 to be used for professional development. On a roll call vote: AYES: Mr. Akovity, Ms. Cooper, Mr. Scerbo, Ms. Shelkin, Mr. Gaffney. Motion carried.

VMS Fund 12 Mr. Scerbo moved and Ms. Cooper seconded to 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. On a roll call vote: AYES: Mr. Akovity, Ms. Cooper, Mr. Scerbo, Ms. Shelkin, Mr. Gaffney. Motion carried.

VMS Bleachers Mr. Scerbo moved and Ms. Cooper seconded to 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

On a roll call vote: AYES: Mr. Akovity, Ms. Cooper, Mr. Scerbo, Ms. Shelkin, Mr. Gaffney. Motion carried.

Security Cameras VMS Mr. Scerbo moved and Ms. Cooper seconded to 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. On a roll call vote: AYES: Mr. Akovity, Ms. Cooper, Mr. Scerbo, Ms. Shelkin, Mr. Gaffney. Motion carried.

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Mr. Scerbo commented that sound fiscal planning allowed for these purchases.

Transportation

Region 1/Mahwah Ms. Shelkin moved and Mr. Akovity seconded to 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.
On a roll call vote: AYES: Mr. Akovity, Ms. Cooper, Mr. Scerbo, Ms. Shelkin, Mr. Gaffney. Motion carried.

Policy

NJ School Boards Maintenance Fee Ms. Cooper moved and Mr. Scerbo seconded to approve the annual maintenance fee of \$2,500 to New Jersey School Boards for Internet Policy Services and License Agreement for the period October 2015 - October 2016. On a roll call vote: AYES: Mr. Akovity, Ms. Cooper, Mr. Scerbo, Ms. Shelkin, Mr. Gaffney. Motion carried.

Nepotism

Ms. Cooper moved and Mr. Scerbo seconded to approve for first reading, the revised Policy # 4112.8/4212.8, Nepotism. On a roll call vote: AYES: Mr. Akovity, Ms. Cooper, Mr. Scerbo, Ms. Shelkin, Mr. Gaffney. Motion carried.

**Medical
Marijuana**

Ms. Cooper moved and Mr. Scerbo seconded to approve for first reading, the new Policy 5141.22, Medical Marijuana. On a roll call vote: AYES: Mr. Akovity, Ms. Cooper, Mr. Scerbo, Ms. Shelkin, Mr. Gaffney. Motion carried.

Exhibit

Ms. Cooper moved and Mr. Scerbo seconded to approve the Exhibit to accompany Policy 5141.22, Medical Marijuana. On a roll call vote: AYES: Mr. Akovity, Ms. Cooper, Mr. Scerbo, Ms. Shelkin, Mr. Gaffney. Motion carried.

The Board thanks the Custodial Staff for their hard work at Manito School during water leak. Air was tested and safe.

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**Audience
Participation**

Mr. Scerbo moved and Ms. Shelkin seconded to open meeting to public participation. On a roll call vote: ALL AYES.

Kelly Rooney – daughter at Manito – thanks the Board for wonderful response to leak. Back in classroom by Monday.

Thanks to Mr. Silverstein's efforts.

Mr. Scerbo moved and Ms. Shelkin seconded to close meeting to public participation. On a roll call vote: ALL AYES.

Executive Session Mr. Gaffney moved and Mr. Scerbo seconded to enter Executive Session. On a roll call vote: AYES: Mr. Akovity, Ms. Cooper, Mr. Gaffney, Mr. Scerbo, Ms. Shelkin. Motion carried.

Executive Session was entered at 7:50 PM

**Return to Open
Session**

Mr. Gaffney moved and Mr. Scerbo seconded to return to open session. On a voice vote: ALL AYES.

Open Session was returned to at 9:00 PM

Adjournment

Mr. Scerbo moved and Mr. Gaffney seconded to adjourn meeting. On a voice vote: ALL AYES.

Meeting was Adjourned at 9:01 PM

Respectfully submitted,

Ms. Rachel DeCarlo
Business Administrator/
Board Secretary