

**BOARD OF EDUCATION
OAKLAND, NEW JERSEY**

April 26, 2016

1 of 18

Meeting A Reorganization of the Board of Education was held at the Valley Middle School on the above date. The meeting was called to order at 7:00 PM by Ms. DeCarlo.

Meeting Notice Ms. DeCarlo 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.

Present:

Mr. Akovity, Ms. Cooper, Mr. Gaffney, Mr. Scerbo, Ms. Shelkin, Dr. Gina M. Coffaro, Superintendent of Schools, Ms. Rachel DeCarlo, Business Administrator/Board Secretary and three members of the public.

**BOARD OF EDUCATION
OAKLAND, NEW JERSEY**

April 26, 2016
2 of 18

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 unofficial results of the Annual School Election held on April 19, 2016 pursuant to notice given in accordance with school law.

Vote for Tax Levy General Fund	YES	- 280
	NO	- 173

The 2016-2017 school budget was approved.

B. Vote for Member of the Board of Education

Three Year Term:
Ms. Shelkin 328

Ms. Shelkin was elected to serve from April 2016 through April 2019.

The Oath of Office was administered to Ms. Shelkin.

Roll Call of the new Board of Education:

Present: Mr. Akovity, Ms. Cooper, Mr. Gaffney, Mr. Scerbo, Ms. Shelkin

**BOARD OF EDUCATION
OAKLAND, NEW JERSEY**

April 26, 2016
3 of 18

III. ELECTION OF OFFICERS

Board Secretary requested nominations for the Office of President:

- A. Nomination: Mr. Scerbo nominated Ms. Shelkin
(Discussion)

Board Secretary asked if there are any further nominations for the Office of President:

- B. Nomination: None
(Discussion)

Since there were no further nominations from the floor, the Board Secretary requested to close nominations for the Office of President.

Mr. Scerbo moved and Ms. Cooper seconded to nominate Ms. Shelkin for the Office of President. On a roll call vote: AYES: Mr. Akovity, Ms. Cooper, Mr. Gaffney, Mr. Scerbo, Ms. Shelkin. Motion carried.

Chair is assumed by the newly elected President of the Board for the 2016/2017 school year.

Ms. Shelkin requested nominations for the Office of Vice President:

- C. Nomination: Mr. Akovity nominated Ms. Cooper

Ms. Shelkin asked if there are any further nominations for the Office of Vice President:

- D. Nomination: None

Since there were no nominations from the floor, Ms. Shelkin requested that nominations for the Office of Vice President be closed.

Mr. Akovity moved and Mr. Scerbo seconded to nominate Ms. Lisa Cooper for the Office of Vice President. On a roll call vote: AYES: Mr. Akovity, Mr. Cooper, Mr. Gaffney, Mr. Scerbo, Ms. Shelkin. Motion carried.

Ms. DeCarlo announced results of voting:

President: Ms. Carita Shelkin

Vice President: Ms. Lisa Cooper

**BOARD OF EDUCATION
OAKLAND, NEW JERSEY**

April 26, 2016
4 of 18

IV. ACKNOWLEDGMENT OF THE CODE OF ETHICS

Mr. Scerbo moved and Ms. Cooper seconded to 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, rules, and regulations of the State Board of Education, and court orders pertaining to schools. Desired changes shall 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 that 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 policy making, 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 that 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. 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 school.
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.

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

Note: The Board Members took turns reading the Code of Ethics.

**BOARD OF EDUCATION
OAKLAND, NEW JERSEY**

April 26, 2016

5 of 18

OFFICIAL PUBLICATIONS

Ms. Shelkin moved and Ms. Cooper seconded to designate the official publications for legal notices of the Board of Education as The Bergen Record. If a daily publication is needed, The Record and/or Star Ledger will be used. Notices will also be sent to The Suburban News. On a roll call vote: AYES: Mr. Akovity, Ms. Cooper, Mr. Gaffney, Mr. Scerbo, Ms. Shelkin. Motion carried.

MEETINGS

Ms. Shelkin moved and Ms. Cooper seconded to designate the second or third Tuesday of the month as the Regular Meeting night of the Board, unless so indicated on the attached meeting schedule. On a roll call vote: AYES: Mr. Akovity, Ms. Cooper, Mr. Gaffney, Mr. Scerbo, Ms. Shelkin. Motion carried.

OFFICIAL DEPOSITORIES

Ms. Shelkin moved and Ms. Cooper seconded that Capital One Bank, Bank of America and Peapack Gladstone be the Official Depositories. On a roll call vote: AYES: Mr. Akovity, Ms. Cooper, Mr. Gaffney, Mr. Scerbo, Ms. Shelkin. Motion carried.

AUTHORIZED SIGNATURES

Ms. Shelkin moved and Ms. Cooper seconded the authorization of the following list of accounts and signatories to sign school warrants, checks and withdrawals, in accordance with Board Policy, for the year this Board is in office, beginning May 1, 2016 (unless indicated, two signatories are required):

<u>Account Name</u>	<u>Account Number</u>	<u>Signatories</u>
General Office	7047886249	Superintendent/Business Administrator/ Secretary
Dogwood Hill General	7047886257	Principal/Secretary
Heights School General	7047886265	Principal/Secretary
Manito School General	7047886273	Principal/Secretary
Valley Middle School	7047886281	Principal/Vice Principal/Secretary
General Account	7047886303	Board President/Treasurer/Business Administrator
Payroll	7047886311	Treasurer/Alternate
SUI	7047886338	Board President/Treasurer/Business Administrator
Cafeteria	7047886346	Board President/Treasurer/Business Administrator
Payroll Agency	7047886354	Business Administrator/Treasurer
Flex Benefits	7047886362	Business Administrator/Treasurer

**BOARD OF EDUCATION
OAKLAND, NEW JERSEY**

April 26, 2016

6 of 18

And, that, as an alternate to the Board Secretary, Dr. Gina M. Coffaro be authorized to sign school warrants, checks and withdrawals.

And, that, as an alternate to the Treasurer of School Monies, the President, or the Vice President of the Oakland Board of Education be authorized to sign school warrants, checks and withdrawals. On a roll call vote: AYES: Mr. Akovity, Ms. Cooper, Mr. Gaffney, Mr. Scerbo, Ms. Shelkin. Motion carried.

TRANSFER OF FUNDS

Ms. Shelkin moved and Ms. Cooper seconded to approve renewal of authorization for both the Business Administrator and Bookkeeper to "wire transfer" funds of this Board. On a roll call vote: AYES: Mr. Akovity, Ms. Cooper, Mr. Gaffney, Mr. Scerbo, Ms. Shelkin. Motion carried.

NEW JERSEY SCHOOL BOARDS ASSOCIATION and GARDEN STATE COALITION OF SCHOOL DELEGATES

Ms. Shelkin moved and Ms. Cooper seconded that the President designates the following as representatives to the New Jersey School Boards Association and Garden State Coalition of Schools for the 2016/2017 school year.

Representative: Lisa Cooper

Alternate: James Gaffney

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

LIAISON APPOINTMENTS

Mr. Akovity moved and Ms. Cooper seconded that the President designates the following liaison appointments:

Borough Liaison:	John A. Scerbo
Building and Grounds:	Robert Akovity
Finance:	John A. Scerbo
Food Service:	Lisa Cooper
Policy:	Lisa Cooper
Personnel:	James Gaffney
Regular Education:	Robert Akovity
Special Education:	James Gaffney
Transportation:	James Gaffney
PTO/OEF Council:	Lisa Cooper
Emergency Management:	John A. Scerbo
Technology:	Robert Akovity

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

**BOARD OF EDUCATION
OAKLAND, NEW JERSEY**

April 26, 2016
7 of 18

PROFESSIONAL SERVICES

Mr. Scerbo moved and Mr. Akovity seconded to approve the following professional services for the 2016/2017 school year as per submitted proposals on file in the Business Office:

<u>Name</u>	<u>Services</u>	<u>Contract Amount</u>
Fogarty & Hara, LLC	Attorney	Partner: \$175/hr. Associate: \$155/hr.
Lerch, Vinci & Higgins, LLP	Auditor	Estimated Fee \$23,250
DiCara/Rubino Architects	Architect Services	Principal: \$175/hr. Sr. Project Mgr.: \$150/hr.
Lan Associates, Inc.	Engineering Services	Principal: \$200/hr. Engineers: \$98-\$150/hr.
Andrew Bruno Agency	Insurance Broker	NESBIG Rate
Karl & Associates	Right To Know	Estimated Fee \$3,650
Educational Data Services	Cooperative Bidding Services	Estimated Fee \$5,400
Brown & Brown	Insurance Consult.	\$12,000

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 contractor based upon prior performance with the Board.

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

BOARD SECRETARY/CUSTODIAN OF RECORDS

Mr. Scerbo moved and Mr. Akovity seconded to confirm appointment of Ms. Rachel DeCarlo, Business Administrator, as Secretary of the Board and the Oakland School District's Custodian of Records for the 2016/2017 school year, as required by law, pending Ms. DeCarlo's reappointment as Business Administrator/ Board Secretary. On a roll call vote: AYES: Mr. Akovity, Ms. Cooper, Mr. Gaffney, Mr. Scerbo, Ms. Shelkin. Motion carried.

**BOARD OF EDUCATION
OAKLAND, NEW JERSEY**

April 26, 2016
8 of 18

QUALIFIED PURCHASING AGENT (Q.P.A.)

Mr. Scerbo moved and Mr. Akovity seconded to approve the authorization of Ms. Rachel DeCarlo, School Business Administrator, to make purchases of goods or services per the current State established rate of \$40,000, or as per any revisions made by the State for the 2016/2017 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, pending Ms. DeCarlo's reappointment as Business Administrator/Board Secretary. On a roll call vote: AYES: Mr. Akovity, Mr. Cooper, Mr. Gaffney, Mr. Scerbo, Ms. Shelkin. Motion carried.

TREASURER OF SCHOOL MONIES

Mr. Scerbo moved and Mr. Akovity seconded to confirm reappointment of Ms. Judy Favino as Treasurer of School Monies for the school year 2016/2017, as required by law and in accordance with budgetary provisions in the amount of \$4,200. On a roll call vote: AYES: Mr. Akovity, Ms. Cooper, Mr. Gaffney, Mr. Scerbo, Ms. Shelkin. Motion carried.

BOARD POLICIES

Mr. Scerbo moved and Mr. Akovity seconded to reaffirm present Board Policies, By-Laws and Board Regulations as detailed in the Governance Manual for the school year 2016/2017, subject to amendments, additions, revisions or deletions, as determined by Board resolution. On a roll call vote: AYES: Mr. Akovity, Mr. Cooper, Mr. Gaffney, Mr. Scerbo, Ms. Shelkin. Motion carried.

DISTRICT CURRICULUM

Mr. Scerbo moved and Mr. Akovity seconded to approve the Oakland School District's curriculum and services for the 2016/2017 school year. On a roll call vote: AYES: Mr. Akovity, Mr. Cooper, Mr. Gaffney, Mr. Scerbo, Ms. Shelkin. Motion carried.

NORTHWEST BERGEN COUNCIL FOR SPECIAL EDUCATION

Mr. Scerbo moved and Mr. Akovity seconded to approve the Oakland School District's membership in the Northwest Bergen Council for Special Education (NWBCSE) Region I/Mahwah Board of Education, for the 2016/2017 school year. On a roll call vote: AYES: Mr. Akovity, Mr. Cooper, Mr. Gaffney, Mr. Scerbo, Ms. Shelkin. Motion carried.

**BOARD OF EDUCATION
OAKLAND, NEW JERSEY**

April 26, 2016
9 of 18

FINANCE

Ms. Cooper moved and Mr. Akovity seconded to accept the results of the Annual School Election of April 19, 2016, as per attached. On a roll call vote: AYES: Mr. Akovity, Mr. Cooper, Mr. Gaffney, Mr. Scerbo, Ms. Shelkin. Motion carried.

Ms. Cooper moved and Mr. Akovity seconded to approve the adoption of 2016/2017 School District Budget as approved by the voters at the annual school election on April 19, 2016:

	<u>Budget</u>	<u>Local Tax Levy</u>
Total General Fund	\$29,276,276	\$27,596,827
Total Special Revenue Fund	\$ 453,477	-0-
Total Debt Service Fund	<u>\$ 350,203</u>	<u>\$ 233,119</u>
Totals	\$30,079,956	\$27,829,946

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

Ms. Cooper moved and Mr. Akovity seconded to approve the monthly Petty Cash amounts for the 2016/2017 school year as follows:

<u>School</u>	<u>Petty Cash Amount</u>	<u>Single Expenditure</u>
Dogwood Hill School	\$100	\$25
Heights School	\$100	\$25
Manito School	\$100	\$25
Valley Middle School	\$250	\$50
Special Services Department	\$100	\$25
Central Office	\$300	\$50

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

Ms. Cooper moved and Mr. Akovity seconded to approve the following Tax Sheltered Annuity Companies and Brokers:

Equitable	Jim Hughes
Valic	Zaki Saoud
Financial Resources Tax	Tim Kenyon
Deferred Services (TDS Group)	
Omni Financial	Kristen Clements

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

**BOARD OF EDUCATION
OAKLAND, NEW JERSEY**

April 26, 2016
10 of 18

FINANCE (continued)

Ms. Cooper moved and Mr. Akovity seconded to approve the Superintendent and Business Administrator/Board Secretary, or their designees, be designated as the Board's agents to request State and Federal funds under the existing State and Federal Laws for the period from the date of this Organization Meeting to the Board Organization Meeting in the next calendar year. On a roll call vote: AYES: Mr. Akovity, Ms. Cooper, Mr. Gaffney, Mr. Scerbo, Ms. Shelkin. Motion carried.

Ms. Cooper moved and Mr. Akovity seconded to 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 Debt Service, Payroll, Fixed Charges and any other claim or demand which would be in the best interest of the Board to pay promptly. On a roll call vote: AYES: Mr. Akovity, Mr. Cooper, Mr. Gaffney, Mr. Scerbo, Ms. Shelkin. Motion carried.

***** REGULAR MONTHLY MEETING *****

MINUTES

**Special Meeting
3/1/16**

Mr. Akovity moved and Mr. Scerbo seconded to approve the minutes of the Special Meeting of March 1, 2016. On a roll call vote: AYES: Mr. Akovity, Ms. Cooper, Mr. Scerbo, Ms. Shelkin, Mr. Gaffney. Motion carried.

**Work Session
3/22/16**

Mr. Akovity moved and Mr. Scerbo seconded to approve the minutes of the Work Session of March 22, 2016. On a roll call vote: AYES: Mr. Akovity, Ms. Cooper, Mr. Scerbo, Ms. Shelkin, Mr. Gaffney. Motion carried.

**Exec. Session
3/22/16**

Mr. Akovity moved and Mr. Scerbo seconded to approve the minutes of the Executive Session of March 22, 2016 (Work Session). On a roll call vote: AYES: Mr. Akovity, Ms. Cooper, Mr. Scerbo, Ms. Shelkin, Mr. Gaffney. Motion carried.

**Regular Monthly
3/22/16**

Mr. Akovity moved and Mr. Scerbo seconded to approve the minutes of the Regular Monthly Meeting of March 22, 2016. On a roll call vote: AYES: Mr. Akovity, Ms. Cooper, Mr. Scerbo, Ms. Shelkin, Mr. Gaffney. Motion carried.

**Exec. Session
3/22/16**

Mr. Akovity moved and Mr. Scerbo seconded to approve the minutes of the Executive Session of March 22, 2016 (Regular Monthly Meeting). On a roll call vote: AYES: Mr. Akovity, Ms. Cooper, Mr. Scerbo, Ms. Shelkin, Mr. Gaffney. Motion carried.

**BOARD OF EDUCATION
OAKLAND, NEW JERSEY**

April 26, 2016
11 of 18

Minutes (continued)

**Exec. Session
3/29/16** Mr. Akovity moved and Mr. Scerbo seconded to approve the minutes of the Executive Session of March 29, 2016. On a roll call vote: AYES: Mr. Akovity, Ms. Cooper, Mr. Scerbo, Ms. Shelkin, Mr. Gaffney. Motion carried.

**Special Session/
Public Hearing
3/29/16** Mr. Akovity moved and Mr. Scerbo seconded to approve the minutes of the Special Session/Public Hearing of March 29, 2016. On a roll call vote: AYES: Mr. Akovity, Ms. Cooper, Mr. Scerbo, Ms. Shelkin, Mr. Gaffney. Motion carried.

Buildings and Grounds

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

**Asbestos
Abatement
Valley Middle** Mr. Akovity moved and Mr. Gaffney seconded to approve the submission of a project application for the asbestos abatement at the Valley Middle School (State Project #3760-080-16-1000) 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. On a roll call vote: AYES: Mr. Akovity, Ms. Cooper, Mr. Scerbo, Ms. Shelkin, Mr. Gaffney. Motion carried.

**Heights
Drainage/Parking
Lot** Mr. Akovity moved and Mr. Gaffney seconded to approve the submission of a project application for resurfacing parking lot and draining site improvements at Heights Elementary School (State Project #3760-050-16-1000) 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 therefore, the Board of Education approves amending the school district's Long Range Facility Plan to include this project. 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 Ms. Cooper seconded to approve the cafeteria report for the month of March 2016. On a roll call vote: AYES: Mr. Akovity, Ms. Cooper, Mr. Scerbo, Ms. Shelkin, Mr. Gaffney. Motion carried.

**BOARD OF EDUCATION
OAKLAND, NEW JERSEY**

April 26, 2016
12 of 18

Cafeteria (continued)

Bills List Ms. Shelkin moved and Ms. Cooper seconded to approve the payment of the attached list of bills for April 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. Gaffney seconded to 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. 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. Gaffney 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.

**Leave Without
Pay**

Ms. Shelkin moved and Mr. Gaffney 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.

Mary O'Brien

Ms. Shelkin moved and Mr. Gaffney seconded to approve the appointment of Ms. Mary O'Brien as a Full Time Student Aide at Valley Middle School at a prorated salary of \$4,725, effective on or about March 13, 2016 through the end of the 2015/2016 school year. This appointment is contingent upon satisfactory completion of all employment requirements. On a roll call vote: AYES: Mr. Akovity, Ms. Cooper, Mr. Scerbo, Ms. Shelkin, Mr. Gaffney. Motion carried.

Karen Drury

Ms. Shelkin moved and Mr. Gaffney seconded to approve the appointment of Ms. Karen Drury as a Part Time (.25) Spanish Teacher at Valley Middle School at a pro rated salary of \$13,663.75 (Step 0/MA), starting on or about March 24, 2016 through the end of the 2015/2016 school year. All employment obligations have been completed. On a roll call vote: AYES: Mr. Akovity, Ms. Cooper, Mr. Scerbo, Ms. Shelkin, Mr. Gaffney. Motion carried.

**BOARD OF EDUCATION
OAKLAND, NEW JERSEY**

April 26, 2016
13 of 18

Personnel (continued)

Leigh McMichael Ms. Shelkin moved and Mr. Gaffney seconded to approve the request of Ms. Leigh McMichael, Teacher, for Board Policy Maternity Adoptive/Child Care Leave commencing September 2016 through on or about January 3, 2017. Neither salary nor health benefits accompany this leave. On a roll call vote: AYES: Mr. Akovity, Ms. Cooper, Mr. Scerbo, Ms. Shelkin, Mr. Gaffney. Motion carried.

Gina White Ms. Shelkin moved and Mr. Gaffney seconded to approve the
Kim Festa appointment of Ms. Gina White and Ms. Kim Festa as 2016 Safety
2016 Safety Town Town Teacher/Coordinators at a stipend of \$1,435 each, upon submission of an approved voucher. (These salaries will be funded with tuitions paid by program participants.) On a roll call vote: AYES: Mr. Akovity, Ms. Cooper, Mr. Scerbo, Ms. Shelkin, Mr. Gaffney. Motion carried.

Admin. Liaisons Ms. Shelkin moved and Mr. Gaffney seconded to approve the
Summer Programs administrative liaison appointments for Summer School Programs as follows:

- Safety Town - Ms. Ciambra/Ms. Christiano
- Summer Enrichment Program - Ms. Christiano/Mr. Desiderio
- Summer Threshold - Ms. Zimmerle/Mr. Clark
- Multisensory Reading Program - Ms. Zimmerle/Mr. Silverstein

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

2016/2017 Ms. Shelkin moved and Mr. Gaffney seconded to approve the following
Appointments appointments for the 2016/2017 school year:

School Physician	Melissa Chism, MD
Attendance Officer	Mr. Glenn Clark
Health & Safety Officer	Ms. Rachel DeCarlo
Scholastic Student-Athlete Safety Act	Mr. Gregg Desiderio
Affirmative Action Officer	Ms. Barbara Ciambra
504 Officer	Mr. Adam Silverstein
Right To Know/Hazard	Mr. Robert Jacod
Communications Contact	
A.H.E.R.A. Representative	Mr. Robert Jacod
Integrated Pest Management Coordinator	Mr. Robert Jacod
Public Agency Compliance Officer	Ms. Rachel DeCarlo
Qualified Purchasing Agent	Ms. Rachel DeCarlo
Substance Abuse Coordinator	Mr. Gregg Desiderio
Indoor Air Quality (IAQ) Representative	Mr. Robert Jacod
Chemical Hygiene Officer	Mr. Robert Jacod
Open Public Records Act (OPRA) Officer	Ms. Rachel DeCarlo

**BOARD OF EDUCATION
OAKLAND, NEW JERSEY**

April 26, 2016
14 of 18

Personnel (continued)

Appointments
(continued) Department of Children Protection & Permanency Liaison (DCPP) Mr. Glenn Clark
Homeless Liaison Mr. Glenn Clark
Toxic Hazard Preparedness Officer Mr. Robert Jacod
Safety Program Coordinator Ms. Rachel DeCarlo
District Anti-Bullying Coordinator Mr. Glenn Clark
On a roll call vote: AYES: Mr. Akovity, Ms. Cooper, Mr. Scerbo, Ms. Shelkin, Mr. Gaffney. Motion carried.

Superintendent Merit Pay Ms. Shelkin moved and Mr. Gaffney seconded to approve the attached Resolution approving the submission of the successful completion of the merit pay criteria for the 2015-2016 school year for Dr. Gina M. Coffaro to the Interim County Superintendent for review and final approval. 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. Cooper seconded to approve the HIB Report for the period of March 23, 2016 through April 26, 2016 as follows:

Number of HIB Investigations - 1
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. Cooper 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.

HIB Statement Of Assurance Mr. Akovity moved and Ms. Cooper seconded to approve the submission of the HIB Statement of Assurances to the State of New Jersey. On a roll call vote: AYES: Mr. Akovity, Ms. Cooper, Mr. Scerbo, Ms. Shelkin, Mr. Gaffney. Motion carried.

Summer Enrichment 2016 Mr. Akovity moved and Ms. Cooper seconded to amend the dates of the Summer Enrichment Program from June 20 – June 30 (there will be no classes on Friday, June 24). On a roll call vote: AYES: Mr. Akovity, Ms. Cooper, Mr. Scerbo, Ms. Shelkin, Mr. Gaffney. Motion carried.

**BOARD OF EDUCATION
OAKLAND, NEW JERSEY**

April 26, 2016
15 of 18

Regular Education (continued)

Destination Imagination Mr. Akovity moved and Ms. Cooper seconded to approve two teams' attendance at the Destination Imagination Global Finals Competition in Knoxville, Tennessee, from May 25–29, 2016. The team includes:
Sarah Applebaum Victoria Boyce Chris Flug,
Aideen Gannon Aidan Guller Owen Ismailovski
Stephan Klein-MacDonald Charles Ming Eric Ming
Gavin Vallesterro
The Board will pay for expenses up to \$5,000. In addition, per N.J.A.C. 6A:23A-7.10(a), Ms. Jena Boomhower, teacher/coach, and Ms. Kathy Capela, teacher/ chaperone, will have their travel expenses reimbursed upon submission of receipts. On a roll call vote: AYES: Mr. Akovity, Ms. Cooper, Mr. Scerbo, Ms. Shelkin, Mr. Gaffney. Motion carried.

**Summer 2016
Enrichment**

Mr. Akovity moved and Ms. Cooper seconded to approve the following proposed courses for the Summer 2016 Enrichment Program:

Tennis (AM Only)	Grades 5-8
Volleyball (Girls Only)	Grades 7-8
Fit 4 Life	Grades 6-8
Dance Across America	Grades 3-5
Operation SHINE..Time to GLOW Up (Girls Only)	Grades 6-8
Summer Art Program	Grades 3-6
Wonders of Writing	Grades 3-5
Stranger than Fiction	Grades 6-8
Digital Storytelling – My Story	Grades 1-3
FuN-damental Math	Grades 4-5
Singapore Math “Bootcamp”	Grades 2-3
Sherlock Holmes in Training	Grades 5-8
Cool Science Experiments	Grades 3-5
Drums! Drumming! Boom! Crash! Boom! (AM Only)	Grades 6-8
Callenger Ensemble (PM Only)	Grades 6-8

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

**Frost Valley
2016**

Mr. Akovity moved and Ms. Cooper seconded to approve the Grade 7 Environmental Education Overnight Trip to Frost Valley YMCA in Claryville, NY, departing from Valley Middle School on September 28, 2016 and returning on September 30, 2016. On a roll call vote: AYES: Mr. Akovity, Ms. Cooper, Mr. Scerbo, Ms. Shelkin, Mr. Gaffney. Motion carried.

**BOARD OF EDUCATION
OAKLAND, NEW JERSEY**

April 26, 2016
16 of 18

**Finance
Payroll**

Mr. Scerbo moved and Mr. Gaffney seconded to approve the March 2016 certified gross (net & agency) payroll in the amount of \$1,738,365.76. 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 Mr. Gaffney seconded to approve the Board Secretary's certification to the Oakland Board of Education that, as of April 12, 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.

List of Bills

Mr. Scerbo moved and Mr. Gaffney seconded to approve the payment of the list of bills with the run date of April 12, 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 Mr. Gaffney seconded to approve the school year 2015/2016 Budget appropriation transfers for the month of February 2016. On a roll call vote: AYES: Mr. Akovity, Ms. Cooper, Mr. Scerbo, Ms. Shelkin, Mr. Gaffney. Motion carried.

Financial Report

Mr. Scerbo moved and Mr. Gaffney seconded to approve the Board Secretary's Financial Report for the month of February 2016. On a roll call vote: AYES: Mr. Akovity, Ms. Cooper, Mr. Scerbo, Ms. Shelkin, Mr. Gaffney. Motion carried.

**Treasurer of
School Monies
Report**

Mr. Scerbo moved and Mr. Gaffney seconded to approve the Treasurer of School Monies Report for the month of February 2016. On a roll call vote: AYES: Mr. Akovity, Ms. Cooper, Mr. Scerbo, Ms. Shelkin, Mr. Gaffney. Motion carried.

**BOARD OF EDUCATION
OAKLAND, NEW JERSEY**

April 26, 2016
17 of 18

Finance (continued)

192/193 Services Non-Public Mr. Scerbo moved and Mr. Gaffney seconded to approve the contract with Bergen County Special Services School District for services to non-public schools 192/193 for the 2016/2017 school year. On a roll call vote: AYES: Mr. Akovity, Ms. Cooper, Mr. Scerbo, Ms. Shelkin, Mr. Gaffney. Motion carried.

Transportation

District Vehicle Loan to Borough Ms. Shelkin moved and Mr. Akovity seconded to approve the loan of one District Vehicle to the Borough for senior transportation to and from Town Carnival. On a roll call vote: AYES: Mr. Akovity, Ms. Cooper, Mr. Scerbo, Ms. Shelkin, Mr. Gaffney. Motion carried.

Subscription Bus Fee Ms. Shelkin moved and Mr. Akovity seconded to approve the per seat subscription transportation fee of \$400 for the 2016/2017 school year. On a roll call vote: AYES: Mr. Akovity, Ms. Cooper, Mr. Scerbo, Ms. Shelkin, Mr. Gaffney. Motion carried.

Family Bus Fee Subscription Ms. Shelkin moved and Mr. Akovity seconded to approve the family subscription fee of \$1,000 for families with more than two children utilizing subscription busing services for the 2016/2017 school year. On a roll call vote: AYES: Mr. Akovity, Ms. Cooper, Mr. Scerbo, Ms. Shelkin, Mr. Gaffney. Motion carried.

Durham School Services Renewal Ms. Shelkin moved and Mr. Akovity seconded to approve the renewal of Durham School Services to provide student transportation for the 2016-2017 school year at the current CPI of .57%. Routes to be renewed would be D1, M1, H1A, H2A, H3A, VMS1, VMS2, VMS3, VMS4 and VMS7. On a roll call vote: AYES: Mr. Akovity, Ms. Cooper, Mr. Scerbo, Ms. Shelkin, Mr. Gaffney. Motion carried.

Versa Trans Ms. Shelkin moved and Mr. Akovity seconded to approve the Versa Trans Computer Software Program currently used by the Oakland Board of Education, as the determining factor for purposes of eligibility for mandated transportation during the 2016/2017 school year. On a roll call vote: AYES: Mr. Akovity, Ms. Cooper, Mr. Scerbo, Ms. Shelkin, Mr. Gaffney. Motion carried.

**BOARD OF EDUCATION
OAKLAND, NEW JERSEY**

April 26, 2016
18 of 18

Policy

**Use of School
Facilities**

Ms. Cooper moved and Mr. Akovity seconded to approve for final reading (with revisions), the revised Policy #1330, Use of School Facilities. On a roll call vote: AYES: Mr. Akovity, Ms. Cooper, Mr. Scerbo, Ms. Shelkin, Mr. Gaffney. Motion carried.

Audience Participation

None

Executive Session

Ms. Shelkin moved and Mr. Akovity 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 7:25 PM

**Return to Open
Session**

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

Open Session was returned to at 9:00 PM

Adjournment

Ms. Cooper moved and Ms. Shelkin 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