

**BOARD OF EDUCATION
OAKLAND, NEW JERSEY**

April 4, 2017

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Meeting A Regular Monthly Meeting of the Board of Education was held at the Superintendent's Office on the above date. The meeting was called to order at 7:30 PM by Ms. Shelkin.

Meeting Notice Ms. Shelkin 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 April 29, 2016 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: Ms. Cooper, Mr. Scerbo, Mr. Gaffney, Ms. Shelkin. Also present were Dr. Gina M. Coffaro, Superintendent of Schools, Ms. Rachel DeCarlo, Board Secretary/ Business Administrator and one member of the public.
ABSENT: Mr. Akovity.

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Report of the Superintendent

Spring Break Dates

April 10 – 14, 2017

The Proposed 2017/2018 School District Budget

Budget Presentation to PTO's	Wednesday, April 19, 2017	7:00 PM
Annual School Election	Tuesday, April 25, 2017	2:00-8:00 PM

- State of NJ – Public availability of school performance reports
- Oakland - #11 best towns to raise a family

Audience Participation

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

None

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

Minutes

**Public Work
Session
3/7/17**

Ms. Cooper moved and Mr. Scerbo seconded to approve the minutes of the Public Work Session of March 7, 2017. On a roll call vote: AYES: Ms. Cooper, Mr. Gaffney, Mr. Scerbo, Ms. Shelkin. Motion carried. ABSENT: Mr. Akovity.

**Executive
Session
3/7/17**

Ms. Cooper moved and Mr. Scerbo seconded to approve the minutes of the Executive Session of March 7, 2017 (Public Work Session). On a roll call vote: AYES: Ms. Cooper, Mr. Gaffney, Mr. Scerbo, Ms. Shelkin. Motion carried. ABSENT: Mr. Akovity.

**Regular Meeting
3/7/17**

Ms. Cooper moved and Mr. Scerbo seconded to approve the minutes of the Regular Monthly Meeting of March 7, 2017. On a roll call vote: AYES: Ms. Cooper, Mr. Gaffney, Mr. Scerbo, Ms. Shelkin. Motion carried. ABSENT: Mr. Akovity.

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Minutes (continued)

Executive Session Ms. Cooper moved and Mr. Scerbo seconded to approve the minutes
3/7/17 of the Executive Session of March 7, 2017 (Regular Monthly). On a roll call vote: AYES: Ms. Cooper, Mr. Gaffney, Mr. Scerbo, Ms. Shelkin. Motion carried. ABSENT: Mr. Akovity.

**Special Meeting/
Public Hearing** Ms. Cooper moved and Mr. Scerbo seconded to approve the minutes
3/28/17 of the Special Meeting/Public Hearing of March 28, 2017. On a roll call vote: AYES: Ms. Cooper, Mr. Gaffney, Mr. Scerbo, Ms. Shelkin. Motion carried. ABSENT: Mr. Akovity.

**Executive
Session** Ms. Cooper moved and Mr. Scerbo seconded to approve the minutes
3/28/17 of the Executive Session of March 28, 2017 (Special Meeting/Public Hearing). On a roll call vote: AYES: Ms. Cooper, Mr. Gaffney, Mr. Scerbo, Ms. Shelkin. Motion carried. ABSENT: Mr. Akovity

Buildings & Grounds

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

**VMS Roof
Replacement** Mr. Scerbo moved and Mr. Gaffney seconded to approve the
submission of a project application for partial roof replacement at the Valley Middle School (State Project #3760-080-17-3000) 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: Ms. Cooper, Mr. Gaffney, Mr. Scerbo, Ms. Shelkin. Motion carried. ABSENT: Mr. Akovity.

**Dogwood Hill
Roof Replacement** Mr. Scerbo moved and Mr. Gaffney seconded to approve the
submission of a project application for partial roof replacement at the Dogwood Hill Elementary School (State Project #3760-040-17-1000) 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 the current Long Range Facility Plan and the plan needs to be amended. On a roll call vote: AYES: Ms. Cooper, Mr. Gaffney, Mr. Scerbo, Ms. Shelkin. Motion carried. ABSENT: Mr. Akovity.

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Buildings and Grounds (continued)

Manito Boiler Replacement Mr. Scerbo moved and Mr. Gaffney seconded to approve the attached Resolution for Phase 2 – Boiler Replacement at Manito Elementary School. On a roll call vote: AYES: Ms. Cooper, Mr. Gaffney, Mr. Scerbo, Ms. Shelkin. Motion carried. ABSENT: Mr. Akovity.

Cafeteria

Cafeteria Report Ms. Cooper moved and Mr. Scerbo seconded to approve the cafeteria report for the month of March 2017. On a roll call vote: AYES: Ms. Cooper, Mr. Gaffney, Mr. Scerbo, Ms. Shelkin. Motion carried. ABSENT: Mr. Akovity.

Bills List

Ms. Cooper moved and Mr. Scerbo seconded to approve the cafeteria report for the month of April 2017. On a roll call vote: AYES: Ms. Cooper, Mr. Gaffney, Mr. Scerbo, Ms. Shelkin. Motion carried. ABSENT: Mr. Akovity.

Personnel

OEA Agreement Ratification Mr. Gaffney moved and Mr. Scerbo seconded to approve and ratify the Employment Agreement between the Oakland Education Association and the Oakland Board of Education from July 1, 2016 – June 30, 2017. On a roll call vote: AYES: Ms. Cooper, Mr. Gaffney, Mr. Scerbo, Ms. Shelkin. Motion carried. ABSENT: Mr. Akovity.

Substitutes

Mr. Gaffney moved and Mr. Scerbo seconded to approve the appointment of daily substitute personnel, including teachers, nurses, teacher aides, playground/cafeteria aides, secretaries, vehicle drivers, technology aides and custodians for the 2016/2017 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 list. On a roll call vote: AYES: Ms. Cooper, Mr. Gaffney, Mr. Scerbo, Ms. Shelkin. Motion carried. ABSENT: Mr. Akovity.

**Conferences/
Workshops**

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

Leave Without Pay

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

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Personnel (continued)

Student Teaching Field Experience Mr. Gaffney moved and Mr. Scerbo seconded to approve the Student Teaching/Field Experience for Spring 2017, as per the attached. On a roll call vote: AYES: Ms. Cooper, Mr. Gaffney, Mr. Scerbo, Ms. Shelkin. Motion carried. ABSENT: Mr. Akovity.

Katrina Erli Mr. Gaffney moved and Mr. Scerbo seconded to approve the appointment of Ms. Katrina Erli as a Part Time (.6) Physical Education Teacher in the District, effective on or about April 10, 2017, at an annual salary of \$30,660 (Step 0/BA). This is a tenure track position and carries no benefits. On a roll call vote: AYES: Ms. Cooper, Mr. Gaffney, Mr. Scerbo, Ms. Shelkin. Motion carried. ABSENT: Mr. Akovity.

Track and Field Officials Mr. Gaffney moved and Mr. Scerbo seconded to approve the appointment of the following as Valley Middle School Interscholastic Track and Field Officials for the 2016/2017 Season, at the Board approved \$42 per game, upon submission of an approved voucher:

Ms. Carolyn Catenacci	Ms. Jacqueline Thimmel
Mr. Ryan Gilligan	Ms. Gina Gaboda
Ms. Jessica Semeraro	Ms. Amy Marion
Ms. Stacy Kasper	Ms. Tracey Scala
Ms. Lauren Butterworth	Ms. Allyson Englishman

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

2016-2017 Merit Pay Mr. Gaffney moved and Mr. Scerbo seconded to approve the attached Resolution approving the submission of the successful completion of the merit pay criteria for the 2016-2017 school year for Dr. Gina M. Coffaro to the Interim County Superintendent for review and final approval. On a roll call vote: AYES: Ms. Cooper, Mr. Gaffney, Mr. Scerbo, Ms. Shelkin. Motion carried. ABSENT: Mr. Akovity.

Summer Program Liaisons Mr. Gaffney moved and Mr. Scerbo seconded to approve the 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/Ms. Carr
• Multisensory Reading Program	- Ms. Zimmerle/Ms. Manganelli
• Preschool Disabled Program	- Ms. Zimmerle/Ms. Carr
• LLD Middle School	- Ms. Zimmerle/Ms. Carr
• LLD Grade 4/5 Program	- Ms. Zimmerle/Ms. Carr

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

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Personnel (continued)

2017/2018

Appointments

Mr. Gaffney moved and Mr. Scerbo seconded to approve the following appointments for the 2017/2018 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
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: Ms. Cooper, Mr. Gaffney, Mr. Scerbo, Ms. Shelkin. Motion carried. ABSENT: Mr. Akovity.	

Regular Education

Field Trips

Mr. Gaffney moved and Ms. Cooper seconded to approve the field trips for students in the Oakland School District for the 2016/2017 school year, as per the attached. On a roll call vote: AYES: Ms. Cooper, Mr. Gaffney, Mr. Scerbo, Ms. Shelkin. Motion carried. ABSENT: Mr. Akovity.

HIB Report

Mr. Gaffney moved and Ms. Cooper seconded to approve the HIB Report for the period of March 15, 2017 through April 4, 2017, as follows:

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

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

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Regular Education (continued)

Track and Field Schedule Mr. Gaffney moved and Ms. Cooper seconded to approve the attached Track and Field Schedule for Valley Middle School. On a roll call vote: AYES: Ms. Cooper, Mr. Gaffney, Mr. Scerbo, Ms. Shelkin. Motion carried. ABSENT: Mr. Akovity.

Home Instruction Mr. Gaffney moved and Ms. Cooper seconded to approve the home instruction of one middle school student through April 30, 2017. On a roll call vote: AYES: Ms. Cooper, Mr. Gaffney, Mr. Scerbo, Ms. Shelkin. Motion carried. ABSENT: Mr. Akovity.

Revised Calendar Mr. Gaffney moved and Ms. Cooper seconded to approve the revised end of year calendar for 2016/2017 as follows:

Friday, May 26, 2017	- All Schools Closed (Unused Snow Day)
Friday, June 16, 2017	- VMS Graduation - Minimum Day – Students Only (& Staff Members Attending Graduation)
Monday, June 19, 2017	- Minimum Day – Students Only
Tuesday, June 20, 2017	- Minimum Day/Last Day – Students and Staff

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

Special Education
Grades 4/5 LLD
Summer Program

Mr. Gaffney moved and Mr. Scerbo seconded to approve the operation of the District's Summer 2017 LLD Grades 4/5 Program at Valley Middle School from June 26 to July 27, 2017. This 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: Ms. Cooper, Mr. Gaffney, Mr. Scerbo, Ms. Shelkin. Motion carried. ABSENT: Mr. Akovity.

Multisensory
Reading Program

Mr. Gaffney moved and Mr. Scerbo seconded to approve the operation of the District's Summer 2017 Multisensory Reading Program at Valley Middle School from June 26 to July 27, 2017. This 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: Ms. Cooper, Mr. Gaffney, Mr. Scerbo, Ms. Shelkin. Motion carried. ABSENT: Mr. Akovity.

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Special Education (continued)

Out of District Mr. Gaffney moved and Mr. Scerbo seconded to approve the out of district placement of one student at Windsor Bergen Academy in Ridgewood at an estimated cost of \$19,837.67 for the remainder of the 2016/2017 school year. On a roll call vote: AYES: Ms. Cooper, Mr. Gaffney, Mr. Scerbo, Ms. Shelkin. Motion carried. ABSENT: Mr. Akovity.

Dawn Dennis Mr. Gaffney moved and Mr. Scerbo seconded to approve Orton Gillingham instruction for one elementary school student for one hour per week to be provided by Ms. Dawn Dennis at a cost of \$125 per hour through the end of the school year. On a roll call vote: AYES: Ms. Cooper, Mr. Gaffney, Mr. Scerbo, Ms. Shelkin. Motion carried. ABSENT: Mr. Akovity.

Finance
Payroll

Mr. Scerbo moved and Mr. Gaffney seconded to approve the March 2017 certified gross (net & agency) payroll in the amount of \$1,726,180.43. On a roll call vote: AYES: Ms. Cooper, Mr. Gaffney, Mr. Scerbo, Ms. Shelkin. Motion carried. ABSENT: Mr. Akovity.

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 4, 2017 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: Ms. Cooper, Mr. Gaffney, Mr. Scerbo, Ms. Shelkin. Motion carried. ABSENT: Mr. Akovity.

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 4, 2017, which in proper legal form and subject to audit, provided funds are available in their respective accounts. On a roll call vote: AYES: Ms. Cooper, Mr. Gaffney, Mr. Scerbo, Ms. Shelkin. Motion carried. ABSENT: Mr. Akovity.

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Finance (continued)

Board Secretary's Report Mr. Scerbo moved and Mr. Gaffney seconded to approve the Board Secretary's Financial Report for the month of February 2017. On a roll call vote: AYES: Ms. Cooper, Mr. Gaffney, Mr. Scerbo, Ms. Shelkin. Motion carried. ABSENT: Mr. Akovity.

Treasurer of School Monies Mr. Scerbo moved and Mr. Gaffney seconded to approve the Treasurer of School Monies Report for the month of February 2017. On a roll call vote: AYES: Ms. Cooper, Mr. Gaffney, Mr. Scerbo, Ms. Shelkin. Motion carried. ABSENT: Mr. Akovity.

Budget Transfers Mr. Scerbo moved and Mr. Gaffney seconded to approve the school year Budget appropriation transfers for February 2017, as per the attached list. On a roll call vote: AYES: Ms. Cooper, Mr. Gaffney, Mr. Scerbo, Ms. Shelkin. Motion carried. ABSENT: Mr. Akovity.

Transportation
District Vehicle

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

Subscription Bus Fee 2017-2018 Mr. Gaffney moved and Ms. Cooper seconded to the per seat subscription transportation fee of \$425 for the 2017/2018 school year. On a roll call vote: AYES: Ms. Cooper, Mr. Gaffney, Mr. Scerbo, Ms. Shelkin. Motion carried. ABSENT: Mr. Akovity.

Subscription Bus Family Fee 2017-2018 Mr. Gaffney moved and Ms. Cooper seconded to approve the family subscription fee of \$1,000 for families with more than two children utilizing subscription busing services for the 2017/2018 school year. On a roll call vote: AYES: Ms. Cooper, Mr. Gaffney, Mr. Scerbo, Ms. Shelkin. Motion carried. ABSENT: Mr. Akovity.

Versa Trans Mr. Gaffney moved and Ms. Cooper 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 2017/2018 school year. On a roll call vote: AYES: Ms. Cooper, Mr. Gaffney, Mr. Scerbo, Ms. Shelkin. Motion carried. ABSENT: Mr. Akovity.

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Transportation (continued)

Region 1/Mahwah Mr. Gaffney moved and Ms. Cooper seconded to 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 2017/2018 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: Ms. Cooper, Mr. Gaffney, Mr. Scerbo, Ms. Shelkin. Motion carried. ABSENT: Mr. Akovity.

Durham Renewal Mr. Gaffney moved and Ms. Cooper seconded to Approve the renewal of Durham School Services to provide student transportation for the 2017-2018 school year at the current CPI of 0.3%. Routes to be renewed would be D1, M1, H1A, H2A, H3A, VMS1, VMS2, VMS3, VMS4 and VMS7. On a roll call vote: AYES: Ms. Cooper, Mr. Gaffney, Mr. Scerbo, Ms. Shelkin. Motion carried. ABSENT: Mr. Akovity.

**Audience
Participation**

Mr. Scerbo moved and Mr. Gaffney seconded to open meeting to public participation. All AYES.

Frank Fiore – Police Chief received a call from Ms. Ciambra about parking issues at Heights. People parking along building – others passing them in oncoming traffic. Noticed children safety patrol between guardrail and car – unsafe. Meeting occurred with Chief, Officer Fiore, Ms. Ciambra, Dr. Coffaro and Mr. Jacod. Practice was changed – no notice to parents by principal. Dismissal is also problematic with parents waiting in street (some with strollers). Plans are being made to make situation safer.

Mr. Scerbo moved and Ms. Cooper seconded to close meeting to public participation. All AYES.

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

Executive Session was entered at 8:00 PM

Return to Open Session

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

Open Session was returned to at 8:20 PM

Personnel

Mr. Gaffney moved and Mr. Scerbo seconded to approve the attached Resolution regarding a suspended employee. On a roll call vote: AYES: Ms. Cooper, Mr. Gaffney, Mr. Scerbo, Ms. Shelkin. Motion carried. ABSENT: Mr. Akovity.

Adjournment

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

Meeting was Adjourned at 8:21 PM

Respectfully submitted,

Ms. Rachel DeCarlo
Business Administrator/
Board Secretary