

**BOARD OF EDUCATION  
OAKLAND, NEW JERSEY**

November 13, 2012

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**Meeting** A Regular Monthly Meeting of the Board of Education was held at the Valley Middle School on the above date. The meeting was called to order at 7:35 PM by Mr. Scerbo.

**Meeting Notice** Mr. Scerbo 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 September 12, 2012 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.

**Roll Call** The following members were present: Mr. Akovity, Mr. Gaffney, Ms. Matts, Mr. Talamini, Mr. Scerbo. Also present were Dr. Richard G. Heflich, Superintendent of Schools, Ms. Joan C. Dunn, Business Administrator/Board Secretary, and approximately 15 members of the public.

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**Report of the Superintendent**

2011/2012 Oakland School District Audit Comprehensive Annual Financial Report  
For The Fiscal Year Ended June 30, 2012

Lerch, Vinci, & Higgins, LLP: *Mr. Paul Lerch*

Ms. Matts noted that Mr. Lerch had attended the Work Session. Items of special note included (1) "unqualified" budget review, (2) Two items for CAP and (3) Surplus is where it needs to be to address emergent needs at our four school buildings.

Report on 2012 NJ ASK Results

*Ms. Karen Rockefeller, Administrator Liaison for Testing*

Relocation of Dogwood Hill School & Asbestos Abatement

*Mr. Glenn Clark, Principal*

*Ms. Joan Dunn, Business Administrator*

Ms. Dunn reported on the Boiler Project at Dogwood Hill School. This is a three phase process: (1) decommissioning took place during week prior to hurricane. (This was a week ahead of schedule.) (2) Asbestos removal of boilers began on time November 7th despite hurricane, snowstorm, and two power outages. Work was completed; all test results were clear and the school was reopened later in the afternoon on Friday, November 9th. (3) Preparations are now underway for installation of new boilers.

Special thanks to Buildings and Grounds Department, notably Mr. Jacod, for their dedicated and professional work during the recent storms and especially before and during the asbestos removal project. And also, the Borough Construction Official whose cooperation insured the timely reopening of Dogwood Hill School

November 6 Staff Development Day Report

*Mr. Adam Silverstein, Principal*

Mr. Scerbo thanked Mr. Silverstein for the excellent program planned and executed on November 6th.

Thanksgiving Recess

Wednesday - November 21 - Minimum Day

Thursday - November 22 - Schools Closed

Friday - November 23- Schools Closed

2012- 2013 Parent/Teacher Conference Program

Tuesday - November 27 - Evening Conferences - Minimum Day

Wednesday - November 28- Evening Conferences - Minimum Day

Thursday - November 29 - Afternoon Conferences - Minimum Day

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**Report of the Superintendent (continued)**

Board President's Report

- Post Hurricane/Asbestos Abatement Project
- Superintendent of Schools Search: Selection of Search Firm
  - (1) Mr. Scerbo thanked the staff for their work on NJ ASK
  - (2) As part of the Oakland community and district, Mr. Scerbo stated how proud he was of the cooperation and professionalism of the staff and the support and help of Borough staff and officials
  - (3) Mr. Scerbo described the selection of the search firm, R-Pat Solutions, LLC to assist with the Superintendent search. The ad will be placed this Sunday and a survey for the public will be posted on the District web site.

**Audience Participation**

Ms. Matts moved and Mr. Akovity seconded to open meeting for public comment on the Agenda of this meeting. On a roll call vote: AYES: Mr. Akovity, Mr. Gaffney, Ms. Matts, Mr. Talamini, Mr. Scerbo. Motion carried.. Open to Public at 8:00.

*Mr. Folkerts asked about the survey that will be part of the Superintendent search process.*

Ms. Matts moved and Mr. Akovity seconded to close meeting for public comment on the Agenda of this meeting. On a roll call vote: AYES: Mr. Akovity, Mr. Gaffney, Ms. Matts, Mr. Talamini, Mr. Scerbo. Motion carried. Closed to Public at 8:03 PM

**Minutes**

**Special Meeting  
10/9/12**

Ms. Matts moved and Mr. Gaffney seconded to approve the minutes of the Special Meeting of October 9, 2012. On a roll call vote: AYES: Mr. Gaffney, Mr. Talamini, Mr. Scerbo. Motion carried. ABSTAINED: Ms. Matts, Mr. Akovity.

**Special Meeting  
Executive Session  
10/9/12**

Ms. Matts moved and Mr. Gaffney seconded to approve the minutes of the Executive Session of the Special Meeting of August 28, 2012. On a roll call vote: AYES: Mr. Gaffney, Mr. Talamini, Mr. Scerbo. Motion carried. ABSTAINED: Ms. Matts, Mr. Akovity.

**Work Session  
10/16/12**

Ms. Matts moved and Mr. Gaffney seconded to approve the minutes of the Work Session of October 16, 2012. On a roll call vote: AYES: Mr. Akovity, Ms. Matts, Mr. Talamini, Mr. Scerbo. Motion carried. ABSTAINED: Mr. Gaffney.

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**Minutes (continued)**

**Work Session** Ms. Matts moved and Mr. Gaffney seconded to approve the minutes  
**Executive Session** of the Executive Session of the Special Meeting of October 16, 2012.  
**10/16/12** On a roll call vote: AYES: Mr. Akovity, Ms. Matts, Mr. Talamini,  
Mr. Scerbo. Motion carried. ABSTAINED: Mr. Gaffney.

**Regular Monthly** Ms. Matts moved and Mr. Gaffney seconded to approve the minutes  
**10/16/12** of the Regular Monthly Meeting of September 18, 2012. On a roll call  
On a roll call vote: AYES: Mr. Akovity, Ms. Matts, Mr. Talamini,  
Mr. Scerbo. Motion carried. ABSTAINED: Mr. Gaffney.

**Buildings & Grounds**

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

**Certificate of** Mr. Talamini moved and Ms. Matts seconded to accept the attached  
**Clearance** Certificate of Clearance pertaining to the Dogwood Hill School  
Asbestos Abatement Project permitting the reopening of Dogwood  
Hill School, consistent with and in accordance with New Jersey  
Regulations NJAC 5:23-8 (Subchapter 8). On a roll call vote: AYES:  
Mr. Talamini, Mr. Akovity, Mr. Gaffney, Ms. Matts, Mr. Scerbo. Motion  
carried.

**Cafeteria**

**Cafeteria Report** Ms. Matts moved and Mr. Talamini seconded to approve the cafeteria  
report for the month of October 2012. On a roll call vote: AYES:  
Ms. Matts, Mr. Akovity, Mr. Gaffney, Mr. Talamini, Mr. Scerbo. Motion  
carried.

**Bills List**

Ms. Matts moved and Mr. Talamini seconded to approve the payment  
of the attached list of bills for November 2012 when in proper legal  
form and subject to audit, provided funds are available in their  
respective accounts. On a roll call vote: AYES: Ms. Matts, Mr. Akovity,  
Mr. Gaffney, Mr. Talamini, Mr. Scerbo. Motion carried.

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**Regular Education**

**VMS Clubs**

Mr. Akovity moved and Ms. Matts seconded to approve the following additional VMS Afterschool Clubs/Teacher/Sponsor:

<u>Club</u>	<u>Teacher/Sponsor</u>
Book Club - Hunger Game Series	Ms. Ramirez/Ms. Wallace
Hero's Club	Mr. Cohen
Girl's on Track Club	Ms. Strohmeier
Scrabble Club	Ms. Kiraly/Ms. Santaniello
Genealogy Club	Ms. Winters

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

**Field Trips**

Mr. Akovity moved and Ms. Matts seconded to approve the field trips for students in the Oakland School District for the 2012/2013 school year, as per the attached. On a roll call vote: AYES: Mr. Akovity, Ms. Matts, Mr. Gaffney, Mr. Talamini, Mr. Scerbo. Motion carried.

**Library/Media  
Center Reports**

Mr. Akovity moved and Ms. Matts seconded to approve the monthly Library/Media Center Report for October 2012. On a roll call vote: AYES: Mr. Akovity, Ms. Matts, Mr. Gaffney, Mr. Talamini, Mr. Scerbo. Motion carried.

**Dawn Milich**

Mr. Akovity moved and Ms. Matts seconded to rescind the appointment of Ms. Dawn Milich as Secretary (12 month) at Heights School as approved in the October 16, 2012 Agenda, Item V.K. On a roll call vote: AYES: Mr. Akovity, Ms. Matts, Mr. Gaffney, Mr. Talamini, Mr. Scerbo. Motion carried.

**Kim Kiraly**

Mr. Akovity moved and Ms. Matts seconded to approve the request of Ms. Kim Kiraly, teacher at Valley Middle School, for a one day leave without pay for November 9, 2012. On a roll call vote: AYES: Mr. Akovity, Ms. Matts, Mr. Gaffney, Mr. Talamini, Mr. Scerbo. Motion carried.

**Holly Butler**

Mr. Akovity moved and Ms. Matts seconded to approve the request of Ms. Holly Butler, teacher at Manito School, for three days without pay for November 19, 20 and 21. On a roll call vote: AYES: Mr. Akovity, Ms. Matts, Mr. Gaffney, Mr. Talamini, Mr. Scerbo. Motion carried.

**Jean-Marie  
Schindler**

Mr. Akovity moved and Ms. Matts seconded to accept the resignation of Ms. Jean-Marie Schindler, physical education teacher, effective December 31, 2012. On a roll call vote: AYES: Mr. Akovity, Ms. Matts, Mr. Gaffney, Mr. Talamini, Mr. Scerbo. Motion carried.

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**Regular Education (continued)**

**Calendar Change** Mr. Akovity moved and Ms. Matts seconded to approve the amendment to the 2012/2013 Oakland School Calendar to reflect that Friday, November 9, 2012. This calendar change enabled the District to make-up two of the five days that schools were closed from October 29 through November 2, due to Hurricane Sandy. On a roll call vote: AYES: Mr. Akovity, Ms. Matts, Mr. Gaffney, Mr. Talamini, Mr. Scerbo. Motion carried.

**Gina Gaboda** Mr. Akovity moved and Ms. Matts seconded to approve two days without pay for Ms. Gina Gaboda, teacher at Valley Middle School, of November 8 and 9, 2012. On a roll call vote: AYES: Mr. Akovity, Ms. Matts, Mr. Gaffney, Mr. Talamini, Mr. Scerbo. Motion carried.

**Mary Richter** Mr. Akovity moved and Ms. Matts seconded to approve two days without pay for Ms. Mary Richter, teacher at Valley Middle School, of November 8 and 9, 2012. On a roll call vote: AYES: Mr. Akovity, Ms. Matts, Mr. Gaffney, Mr. Talamini, Mr. Scerbo. Motion carried.

**VMS Basketball Scheduled** Mr. Akovity moved and Ms. Matts seconded to approve the *REVISED* 2012/2013 Valley Middle School Interscholastic Basketball Schedule, as per the attached. On a roll call vote: AYES: Mr. Akovity, Ms. Matts, Mr. Gaffney, Mr. Talamini, Mr. Scerbo. Motion carried.

**Home Instruction** Mr. Akovity moved and Ms. Matts seconded to approve Home Instruction for Medical reasons for one Valley Middle School student, effective on or about November 14, 2012 for a period of approximately three weeks. On a roll call vote: AYES: Mr. Akovity, Ms. Matts, Mr. Gaffney, Mr. Talamini, Mr. Scerbo. Motion carried.

**Amanda Steng  
Mary Richter** Mr. Akovity moved and Ms. Matts seconded to approve the appointment of Ms. Amanda Steng and Ms. Mary Richter as a Home Instruction Teachers for the 2012/2013 school year. On a roll call vote: AYES: Mr. Akovity, Ms. Matts, Mr. Gaffney, Mr. Talamini, Mr. Scerbo. Motion carried.

**Home-Based ABA Services** Mr. Gaffney moved and Mr. Talamini seconded to approve the adoption of Region I Guidelines for Delivery of Home-Based ABA Services (A Parent Training Model) for the 2012-2013 school year, as per the attached. On a roll call vote: AYES: Mr. Gaffney, Mr. Akovity, Ms. Matts, Mr. Talamini, Mr. Scerbo. Motion carried.

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**Special Education (continued)**

**Parent Training** Mr. Gaffney moved and Mr. Talamini seconded to approve the agreement between Region II and the Oakland Board of Education for Applied Behavioral Analysis Parent Training for the 2012-2013 school year, as per the attached. On a roll call vote: AYES: Mr. Gaffney, Mr. Akovity, Ms. Matts, Mr. Talamini, Mr. Scerbo. Motion carried.

**Assistive Technology Training** Mr. Gaffney moved and Mr. Talamini seconded to amend the Bergen County Special Services Educational Enterprises Contract to provide Assistive Technology Training for two hours at an estimated cost of \$276.00. (This contract was originally approved for \$138.00 on September 18, 2012.) On a roll call vote: AYES: Mr. Gaffney, Mr. Akovity, Ms. Matts, Mr. Talamini, Mr. Scerbo. Motion carried.

**Janice Tuohy** Mr. Gaffney moved and Mr. Talamini seconded to approve the request of Ms. Janice Tuohy, full time Classroom/Student Aide, for a one day leave without pay for November 9, 2012. On a roll call vote: AYES: Mr. Gaffney, Mr. Akovity, Ms. Matts, Mr. Talamini, Mr. Scerbo. Motion carried.

**Finance**

**October Payroll** Ms. Matts moved and Mr. Talamini seconded to approve the October 2012 certified gross (net & agency) payroll in the amount of \$1,457,715.53, as per the attached. On a roll call vote: AYES: Ms. Matts, Mr. Akovity, Mr. Gaffney, Mr. Talamini, Mr. Scerbo. Motion carried.

**Board Secretary's Certification** Ms. Matts moved and Mr. Talamini seconded to approve the Board Secretary's certification to the Oakland Board of Education that, as of November 13, 2012 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. Matts, Mr. Akovity, Mr. Gaffney, Mr. Talamini, Mr. Scerbo. Motion carried.

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**Finance (continued)**

**Bills List** Ms. Matts moved and Mr. Talamini seconded to approve the payment of the attached list of bills with the run date of November 13, 2012 when in proper legal form and subject to audit, provided funds are available in their respective accounts. On a roll call vote: AYES: Ms. Matts, Mr. Akovity, Mr. Gaffney, Mr. Talamini, Mr. Scerbo. Motion carried.

**Financial Report** Ms. Matts moved and Mr. Talamini seconded to approve the Board Secretary's Financial Report for the month of September, 2012. On a roll call vote: AYES: Ms. Matts, Mr. Akovity, Mr. Gaffney, Mr. Talamini, Mr. Scerbo. Motion carried.

**Treasurer of School Monies** Ms. Matts moved and Mr. Talamini seconded to approve the Treasurer of School Monies Report for the month of September, 2012. On a roll call vote: AYES: Ms. Matts, Mr. Akovity, Mr. Gaffney, Mr. Talamini, Mr. Scerbo. Motion carried.

**Budget Transfers** Ms. Matts moved and Mr. Talamini seconded to approve October 1, 2012 through October 31, 2012 school year Budget appropriation transfers, as per the attached list. On a roll call vote: AYES: Ms. Matts, Mr. Akovity, Mr. Gaffney, Mr. Talamini, Mr. Scerbo. Motion carried.

**Audit Report** Ms. Matts moved and Mr. Talamini seconded to accept the Comprehensive Annual Financial Report and Auditors Management Report for Fiscal Year 2012. On a roll call vote: AYES: Ms. Matts, Mr. Akovity, Mr. Gaffney, Mr. Talamini, Mr. Scerbo. Motion carried.

**Audit Corrective Action Plan** Ms. Matts moved and Mr. Talamini seconded to approve the 2011/2012 Audit Corrective Action Plan as per the attached. On a roll call vote: AYES: Ms. Matts, Mr. Akovity, Mr. Gaffney, Mr. Talamini, Mr. Scerbo. Motion carried.

**IDEA Grant** Ms. Matts moved and Mr. Talamini seconded to approve the 2012-2013 IDEA Grant Application and Budget Allocations as follows:

20-250-100-560-632-00	\$326,904
IDEA Basic-Tuition	
20-250-200-300-000-00	\$ 51,725
IDEA Basic-Nonpublic Services	
TOTAL BASIC	\$378,629



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**Finance (continued)**  
**IDEA Grant Continued**

20-252-100-560-632-00	\$ 14,949
IDEA P/S-Tuition	
20-252-200-300-572-00	<u>\$ 5,537</u>
IDEA P/S-Nonpublic Services	
TOTAL	\$ 20,486

**Transportation**  
**Parent Contract**

Mr. Akovity moved and Ms. Matts seconded to approve the contract between the Oakland Board of Education and a parent of a student enrolled in an out-of-district school for transportation services to and from the school during the 2012/2013 school year at an estimated school year cost of \$8,428.45. On a roll call vote: AYES: Mr. Akovity, Mr. Gaffney, Ms. Matts, Mr. Talamini, Mr. Scerbo. Motion carried.

**Parent Contract**

Mr. Akovity moved and Ms. Matts seconded to approve the contract between the Oakland Board of Education and a parent of a student enrolled in an out-of-district school for transportation services to and from the school during the 2012/2013 school year at an estimated school year cost of \$4,620.00. On a roll call vote: AYES: Mr. Akovity, Mr. Gaffney, Ms. Matts, Mr. Talamini, Mr. Scerbo. Motion carried.

**Parent Contract**

Mr. Akovity moved and Ms. Matts seconded to approve the contract between the Oakland Board of Education and a parent of a student enrolled in an out-of-district school for transportation services to and from the school during the 2012/2013 school year at an estimated school year cost of \$1,677.60. On a roll call vote: AYES: Mr. Akovity, Mr. Gaffney, Ms. Matts, Mr. Talamini, Mr. Scerbo. Motion carried.

**Parent Contract**

Mr. Akovity moved and Ms. Matts seconded to approve the contract between the Oakland Board of Education and a parent of a student enrolled in an out-of-district school for transportation services to and from the school during the 2012/2013 school year at an estimated school year cost of \$9,541.40. On a roll call vote: AYES: Mr. Akovity, Mr. Gaffney, Ms. Matts, Mr. Talamini, Mr. Scerbo. Motion carried.

**Veronica Hurtado**

Mr. Akovity moved and Ms. Matts seconded to approve the request of Ms. Veronica Hurtado, Vehicle Driver, for a 1/2 day without pay on November 15, 2012. (1/2 day for Ms. Hurtado = 2 hours.) On a roll call vote: AYES: Mr. Akovity, Mr. Gaffney, Ms. Matts, Mr. Talamini, Mr. Scerbo. Motion carried.

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**Policy**

***Concussions***

Mr. Gaffney moved and Mr. Talamini seconded to approve for first reading Policy #5141.8 (NJSBA)/#2431.4 (SEA), entitled *Prevention and Treatment of Sports-Related Concussions and Head Injuries*. (This Policy, when approved with a second reading, shall replace the Board's existing Policy of the same title and file codes.) On a roll call vote: AYES: Mr. Gaffney, Mr. Akovity, Ms. Matts, Mr. Talamini, Mr. Scerbo. Motion carried.

***Payment of Claims***

Mr. Gaffney moved and Mr. Talamini seconded to approve for first reading Policy #3326(NJSBA)/#6470 (SEA), entitled *Payment of Claims*. (This Policy, when approved with a second reading, shall replace the Board's existing Policy of the same title and file codes.) On a roll call vote: AYES: Mr. Gaffney, Mr. Akovity, Ms. Matts, Mr. Talamini, Mr. Scerbo. Motion carried.

***School Nutrition***

Mr. Gaffney moved and Mr. Talamini seconded to approve for first reading Policy #3542.1(NJSBA)/#8505 (SEA), entitled *School Nutrition*. (This Policy, when approved with a second reading, shall replace the Board's existing Policy of the same title and file codes.) On a roll call vote: AYES: Mr. Gaffney, Mr. Akovity, Ms. Matts, Mr. Talamini, Mr. Scerbo. Motion carried.

***Pupil Assessment***

Mr. Gaffney moved and Mr. Talamini seconded to approve for first reading Policy #5120.2(NJSBA)/#2622 (SEA), entitled *Pupil Assessment*. (This Policy, when approved with a second reading, shall replace the Board's existing Policy of the same title and file codes.) On a roll call vote: AYES: Mr. Gaffney, Mr. Akovity, Ms. Matts, Mr. Talamini, Mr. Scerbo. Motion carried.

***Board Member Qualifications, Prohibited Acts, and Code of Ethics***

Mr. Gaffney moved and Mr. Talamini seconded to approve for first reading Policy #9111(NJSBA)/#0142 (SEA), entitled *Board Member Qualifications, Prohibited Acts, and Code of Ethics*. (This Policy, when approved with a second reading, shall replace the Board's existing Policy of the same title and file codes.) On a roll call vote: AYES: Mr. Gaffney, Mr. Akovity, Ms. Matts, Mr. Talamini, Mr. Scerbo. Motion carried.

***Pupil Discipline/Code of Conduct***

Mr. Gaffney moved and Mr. Talamini seconded to approve for first reading Policy #5131(NJSBA)/#5600 (SEA), entitled *Pupil Discipline/Code of Conduct*. (This Policy, when approved with a second reading, shall replace the Board's existing Policy of the same title and file codes.) On a roll call vote: AYES: Mr. Gaffney, Mr. Akovity, Ms. Matts, Mr. Talamini, Mr. Scerbo. Motion carried.

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**Policy (continued)**

***Acceptable Use of  
Computer Network*** Mr. Gaffney moved and Mr. Talamini seconded to approve for first reading Policy #6142.11(NJSBA)/#2361 (SEA), entitled *Acceptable Use of Computer Networks/Computers and Resources*. (This Policy, when approved with a second reading, is a new Policy to be added to the Board's Governing Manual.) On a roll call vote: AYES: Mr. Gaffney, Mr. Akovity, Ms. Matts, Mr. Talamini, Mr. Scerbo. Motion carried.

**Audience Participation**

Ms. Matts moved and Mr. Akovity seconded to open meeting to public participation. On a voice vote: ALL AYES.

Meeting opened to the public at 8:07 PM

Mr. Folkerts asked about the status of the school calendar due to the days lost thus far. Mr. Scerbo commented.

Ms. Matts moved and Mr. Akovity seconded to close meeting to public participation. On a voice vote: ALL AYES.

Meeting closed to the public at 8:10 PM

**Adjournment**

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

Meeting was adjourned at 8:10 PM

Respectfully submitted,

Ms. Joan C. Dunn  
Board Secretary/Business Administrator