

**BOARD OF EDUCATION
OAKLAND, NEW JERSEY**

February 12, 2013

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Meeting A Work Session of the Board of Education was held at the Administration Office on the above date. The meeting was called to order at 6:05 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 January 25, 2013 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: Ms. Matts, Mr. Scerbo, Mr. Talamini. Also present was Dr. Jeffrey P. Feifer, Interim Superintendent of Schools, Ms. Joan C. Dunn, Business Administrator/ Board Secretary, and three members of the public. Mr. Akovity arrived at 6:25 PM. Mr. Gaffney arrived at 7:10 PM.

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REPORTS

Tonight's Schedule

- . 6:00 p.m. -Public Work Session
- . 6:45 p.m. - Executive Session to discuss legal, personnel, and negotiations matters
- . 7:30 p.m. - Board of Education Regular Meeting

Enrollment Update

. Our total enrollment for January 2013 was 1,671. This represents an increase of 11 students from December 2012.

Meetings Since the Last Board Work Session

- . Administrative Team - Weekly meetings, agendas sent to BOE via e-mail
- . Administrators/Coordinators - Individual meetings to discuss school and liaison issues and responsibilities
- . OEA President- Weekly meetings to discuss district matters
- . Negotiations
- . Superintendent Candidates Interviews – Levels I and II
- . Yearbook Coordinator - Met with Mary Richter to review the yearbook development process and the superintendent's message to the graduates
- . Kindergarten Review- Met with elementary principals to review our kindergarten program
- . Staff Development Day- Addressed the teaching staff to introduce some of the initiatives we are investigating and observed the presentation on the Marshall Evaluation System presented by Mr. Silverstein and Ms. Hartsuiker
- . Food Service Director- Met with Brenda Hartley, Food Service Director for Pomptonian, to learn about our lunch program
- . Technology Meetings- Met with Lightpath representatives and the district technology team to discuss bandwidth expansion and telephone services; met with Apple representatives to discuss options for future iPad initiatives; viewed webinars and demonstrations of AESOP, Applitrack, and First-in-Math
- . FLOW- Met with Calendar Committee representatives from the four districts
- . Oakland Education Foundation – Met with Ms. Matts, Ms. Kourgelis and Ms. DeGennaro to discuss mini-grants and gift to the schools
- . PTO Council - monthly update and exchange concerning PTO activities

Additional Meetings in February

- . Kindergarten - Meeting with elementary principals and kindergarten teachers to review program
- . BCASA
- . Negotiations

Instructional Aides

•Michelle Bellifemine was approved by the BOE as a full-time instructional aide for 2012-2013 on January 22, 2013, pending satisfactory completion of all employment requirements. She has begun work as of February 1, 2013.

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REPORTS (continued)

2013/2014 Budget Preparation

Technology

- . Swiftreach – We have placed all bus route parent contact information on Swiftreach. In the course of one week we have been able to use this system three times to promptly alert parents to transportation changes.
- . Realtime – We will be migrating our notification system from Swiftreach to Realtime since Realtime has purchased Swiftreach. This will greatly help us with data integration.
- . Parent Portal on Realtime – We have gained temporary passwords to the parent portal and are exploring the program’s capabilities and potential use in our district. We will debrief at an administrative team meeting after the February vacation.
- . Electronic Lesson Plans – We have initiated the piloting of electronic lesson planning, using our Realtime portal, at all schools. We will receive feedback from administrators and teachers after a three-month trial and report to you concerning any recommendations for implementation.
- . Aesop (substitute management) and Applitrack (personnel) – We have viewed the Aesop program and will not be recommending it. The Applitrack program, however, looks very promising.
- . District Forms – We have begun the process of making all district forms available to staff members via our website. Our eventual goal is to make the entire process paperless by incorporating electronic approvals. Our plan is to start with teacher forms, followed by parent and community forms.
- . Policy Manual – We are exploring the most efficient way to digitize our Policy Manuals so they can be put on our website.
- . Paperless Board Meetings – BOE wants to discuss this NJ School Boards Association program at the next meeting.

HIB Report for January 2013

- . Number of HIB Investigations – 1
- . Number of Affirmed HIB Incidents – 0

Math In Focus – Grades 6-8

Full Day Kindergarten - will be recommended

- . Need
- . Enrollment
- . Staffing
- . Space
- . Program Development

Policy File Code: 1140

Distribution of Materials by Pupils and Staff

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RECOMMENDATIONS

Personnel

Name: Erin Sterbinsky

Position: (1) Substitute Teacher - to work alongside Ms. Gallotta on February 13 – 15 at substitute rate

(2) Long Term Substitute Teacher – Language Arts, Grade 7, Valley

Dates: February 25, 2013 through the last day of school

Salary: Per Diem salary for long term substitute (\$245.41)

Name: Nubia Tamayo

Position: Instructional Aide – 2.5 hours/day

Dates: January 28, 2013 through the last day of school

Salary: \$14.50/hour

Name: Susan Dishuk

Position: Classroom/Student Aide

Modification: An additional 10 minutes/day to accommodate needs of additional student

Dates: February 4, 2013

Salary: \$12.60/hour

Balanced Literacy Initiative - Approval for 2013-2014

Provider: Northern Valley Curriculum Center

Proposal: (1) The Northern Valley Curriculum Center will provide classroom based and job-embedded support for four, ½ days of training, per grade level, K-8, with the development of four units of study. We propose a total of 18 days in the 2013-2014 school year and one day in June 2013. Each grade level meeting will include shared learning on the topic of Writing Workshop (year one) and Unit Design, practice of instructional approaches in a labsite, and application activities.

(2) School administrators will be invited to engage in administrative training in Balanced Literacy. This training will provide the administrative leadership team with strategies to support learning, evaluate implementation and notice trends in student growth.

(3) Teachers will be invited to attend additional workshops that are designed to enhance their learning on topic.

(4) Ongoing support beyond the four units of study will be available through Skype, Facetime, and electronic coaching.

Cost: Not to Exceed \$28,900

Full Day Kindergarten Program

.Approve a full day program for Kindergarten students to begin September 2013.

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RECOMMENDATIONS (continued)

Lightpath Proposal - Bandwidth and Communications - This upgrade is necessary due to PARCC testing mandates

Provider: Optimum LightPath

Proposal: 150 Mb Dedicated Internet Circuit into the Administrative Offices
1Gig (1000 Mb) direct fiber line to each elementary school
New Cisco phone system inclusive of 100,000 local, regional, long distance calling minutes and phone hardware.

Term of

Contract: 5 Years

Annual Cost: \$112,200

Curriculum Guide Revisions

Guide	Grade	Date
Public Speaking	7	July 2012
Skills for Successful Living	7	July 2012
World of Work	8	July 2012
Foods Elective	8	July 2012

Conferences/Workshops

Special Education

Transportation

Field Trips

Monthly Reports

- . Safety Drills
- . HIB
- . Cafeteria
- . Nursing Services
- . Library Media Center

Open to Public

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

Meeting was opened to public at 6:30 PM.

Ms. King complimented Dr. Feifer on his ideas for the District.

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Closed to Public

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

Meeting was closed to public at 6:35 PM.

EXECUTIVE SESSION

Mr. Akovity moved and Mr. Talamini seconded to enter Executive Session at approximately 6:35 PM. On a roll call vote: ALL AYES.

Executive Session was entered at 6:35 PM.

WHEREAS, The Board of Education must discuss subjects concerning personnel matters/legal issues concerning the District;

WHEREAS, the aforesaid subjects are not appropriate subjects to be discussed in a public meeting; and

WHEREAS, the aforesaid subjects to be discussed are within the exemptions that are permitted to be discussed and acted upon in closed executive session pursuant to P.L. 1975, Chapter 231, it is therefore

RESOLVED, that the aforesaid subjects shall be discussed in a closed executive session by this Board and administrative staff at the conclusion of the public segment of this meeting and information pertaining thereto will be made available to the public as soon thereafter as possible and once the reasons for nondisclosure no longer exist.

Adjournment From Executive Session

Mr. Akovity moved and Mr. Talamini seconded to adjourn meeting.

Meeting was adjourned at 7:25 PM

Respectfully submitted,

Ms. Joan C. Dunn
Board Secretary/Business Administrator