

**BOARD OF EDUCATION  
OAKLAND, NEW JERSEY**

November 16, 2010  
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**Meeting** A Regular Monthly Meeting of the Board of Education was held at the Administration Office on the above date. The meeting was called to order at 7:40 PM by Mr. Scerbo.

**Flag Salute** The salute to the flag was led by Mr. Scerbo.

**Meeting Notice** Legal notice of the meeting was posted and the press was notified as required by law.

**Roll Call** The following members were present: Mr. Akovity, Mr. Gaffney, Ms. Matts, Mr. Scerbo, Mr. Talamini. Also present were Dr. Richard G. Heflich, Superintendent of Schools, Mr. James Davis, Business Administrator/Board Secretary and 7 members of the public and 3 administrators.

**Report of the  
Superintendent**

Report of the Superintendent of Schools

- Violence and Vandalism Report - 2009/2010
- Grade 8 Overnight Trip Report - Mr. Desiderio
- Thanksgiving Recess
  - Wednesday - November 24 - Minimum Day
  - Thursday - November 25 - Schools Closed
  - Friday - November 26 - Schools Closed
- 2010 - 2011 Parent/Teacher Conference Program
  - Monday - November 29 - Evening Conferences - Minimum Day
  - Tuesday - November 30 - Evening Conferences - Minimum Day
  - Wednesday - December 1 - Afternoon Conferences - Minimum Day

Happy Thanksgiving!

**Audience  
Participation** Ms. Matts moved and Mr. Akovity seconded to open the meeting for public comment on the Agenda of this meeting.

None

**Close for Public  
Comment** Ms. Matts moved and Mr. Akovity seconded to close meeting for public comment on the Agenda of this meeting.

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**Minutes**

**Public Work Sess.  
10/26/10** Mr. Talamini moved and Ms. Matts seconded to approve the minutes of the Public Work Session of October 26, 2010. On a roll call vote: AYES: Mr. Akovity, Ms. Matts, Mr. Talamini, Mr. Scerbo. Motion carried. ABSTAIN: Mr. Gaffney.

**Public Work Sess.  
Executive Session  
10/26/10** Mr. Talamini moved and Ms. Matts seconded to approve the minutes of the Executive Session of the Public Work Session of October 26, 2010. On a roll call vote: AYES: Mr. Akovity, Ms. Matts, Mr. Talamini, Mr. Scerbo. Motion carried. ABSTAIN: Mr. Gaffney.

**Regular Mthly.  
10/26/10** Mr. Talamini moved and Ms. Matts seconded to approve the minutes of the Regular Monthly Meeting of October 26, 2010. On a roll call vote: AYES: Mr. Akovity, Ms. Matts, Mr. Talamini, Mr. Scerbo. Motion carried. ABSTAIN: 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.

**M. Baczewski** Mr. Talamini moved and Ms. Matts seconded to approve the transfer and reassignment of Mr. Matthew Baczewski Part Time Custodian from Heights School to Valley Middle School, effective December 1, 2010. On a roll call vote: AYES: Mr. Talamini, Mr. Akovity, Mr. Gaffney, Ms. Matts, Mr. Scerbo. Motion carried.

**R. Hoffman** Mr. Talamini moved and Ms. Matts seconded to approve the appointment of Mr. Ryan Hoffman, Substitute Custodian, as an Interim/Long Term Substitute Custodian at Valley Middle School, effective January 1, 2011, at an hourly salary of \$12.00, through June 30, 2011. (Criminal Background Check completed.) On a roll call vote: AYES: Mr. Talamini, Mr. Akovity, Mr. Gaffney, Ms. Matts, Mr. Scerbo. Motion carried.

**Beautification  
Project  
Manito School** Mr. Talamini moved and Ms. Matts seconded to approve the acceptance of a beautification project, including stone benches, on the grounds of Manito School, valued at approximately \$3,600, from a Manito School family. On a roll call vote: AYES: Mr. Talamini, Mr. Akovity, Mr. Gaffney, Ms. Matts, Mr. Scerbo. Motion carried.

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**Cafeteria**

**Cafeteria Report**

Mr. Akovity moved and Mr. Gaffney seconded to approve the cafeteria report for the month of October 2010. On a roll call vote: AYES: Mr. Akovity, Mr. Gaffney, Ms. Matts, Mr. Talamini, Mr. Scerbo. Motion carried.

**List of Bills**

Mr. Akovity moved and Mr. Gaffney seconded to approve the payment of the attached list of bills for November 2010 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, Mr. Gaffney, Ms. Matts, Mr. Talamini, Mr. Scerbo. Motion carried.

**Biosecurity  
Management  
Plan**

Mr. Akovity moved and Mr. Gaffney seconded to approve the *Revised* Food Service Biosecurity Management Plan for the District in compliance with N.J.A.C. 2:36-1.13, as per the attached. On a roll call vote: AYES: Mr. Akovity, Mr. Gaffney, Ms. Matts, Mr. Talamini, Mr. Scerbo. Motion carried.

**Regular Education**

**Substitutes**

Ms. Matts moved and Mr. Talamini 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 2010/2011 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. Matts, Mr. Akovity, Mr. Gaffney, Mr. Talamini, Mr. Scerbo. Motion carried.

**Conferences/  
Workshops**

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

**Field Trips**

Ms. Matts moved and Mr. Talamini seconded to approve the field trips for students in the Oakland School District for the 2010/2011 school year, as per the attached. On a roll call vote: AYES: Ms. Matts, Mr. Akovity, Mr. Gaffney, Mr. Talamini, Mr. Scerbo. Motion carried.

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**Regular Education (continued)**

- Nursing Services Report** Ms. Matts moved and Mr. Talamini seconded to approve the Nursing Services Report for October 2010, as per the attached. On a roll call vote: AYES: Ms. Matts, Mr. Akovity, Mr. Gaffney, Mr. Talamini, Mr. Scerbo. Motion carried.
- Don Dean** Ms. Matts moved and Mr. Talamini seconded to approve the use by Mr. Don Dean of his personal automobile on the Valley Middle School overnight Frost Valley trip October 6, 7 & 8, 2010 for Grade 7 students. Such usage is necessary as an emergency onsite vehicle to transport injured or ill students or staff onsite or to a medical facility, for lodge inspections, to transport medications and records, to deliver misplaced luggage, and other tasks requiring automobile use. This automobile usage will require Board reimbursement for 281 miles at the State/Board approved rate of \$0.31 per mile, or \$87.11. On a roll call vote: AYES: Ms. Matts, Mr. Akovity, Mr. Gaffney, Mr. Talamini, Mr. Scerbo. Motion carried.
- Tara Reischel** Ms. Matts moved and Mr. Talamini seconded to approve a request from Ms. Tara Reischel, Teacher at Manito School, for 12 weeks of New Jersey Family and Medical Leave (NJ FLA), from on or about November 29, 2010 through on or about March 4, 2011. (This leave does not include salary, but continues health benefits.) On a roll call vote: AYES: Ms. Matts, Mr. Akovity, Mr. Gaffney, Mr. Talamini, Mr. Scerbo. Motion carried.
- Angela Marien** Ms. Matts moved and Mr. Talamini seconded to approve a request from Ms. Angela Marien, Teacher at Manito School, for a one day leave without pay of December 23, 2010. On a roll call vote: AYES: Ms. Matts, Mr. Akovity, Mr. Gaffney, Mr. Talamini, Mr. Scerbo. Motion carried.
- Demographic Study** Ms. Matts moved and Mr. Talamini seconded to approve participation in a Demographic Study of the four FLOW school districts to be conducted by Whitehall Associates, Inc., at a per district cost of \$1,000. On a roll call vote: AYES: Ms. Matts, Mr. Akovity, Mr. Gaffney, Mr. Talamini, Mr. Scerbo. Motion carried.

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**Regular Education (continued)**

**Melissa Chism** Ms. Matts moved and Mr. Talamini seconded to approve the salary of \$6,000 to Ms. Melissa A. Chism, M.D. and Pediatricare Associates, together with the corresponding Agreement for health/medical services, as the District's Medical Inspector for the Oakland School District for the July 1, 2010 - June 30, 2011 year. On a roll call vote: AYES: Ms. Matts, Mr. Akovity, Mr. Gaffney, Mr. Talamini, Mr. Scerbo. Motion carried.

**Revised VMS Basketball Schedule** Ms. Matts moved and Mr. Talamini seconded to approve the *Revised* 2010-2011 Valley Middle School Interscholastic Basketball Schedule, as per the attached. On a roll call vote: AYES: Ms. Matts, Mr. Akovity, Mr. Gaffney, Mr. Talamini, Mr. Scerbo. Motion carried.

**Referees/Officials** Ms. Matts moved and Mr. Talamini seconded to approve the following referees/officials for the Valley Middle School Interscholastic Basketball Program for the 2010/2011 school year, upon submission of an approved voucher, at a per game salary of \$42.00:

- Mr. Gregory Hansen
- Mr. Timothy Hausch
- Mr. Matthew Myones
- Mr. Scott Wordsman

(NJ Criminal Background Check has been completed. Additionally, each has completed a training program for officiating basketball competitions.) On a roll call vote: AYES: Ms. Matts, Mr. Akovity, Mr. Gaffney, Mr. Talamini, Mr. Scerbo. Motion carried.

**Special Education**

**Kelly Enright** Mr. Gaffney moved and Ms. Matts seconded to approve a request by Ms. Kelly Enright, teacher at Dogwood Hill School, for a leave without pay of October 26, 2010. On a roll call vote: AYES: Mr. Gaffney, Mr. Akovity, Ms. Matts, Mr. Talamini, Mr. Scerbo. Motion carried.

**Lynne Tanner** Mr. Gaffney moved and Ms. Matts seconded to approve a request by Ms. Lynne Tanner, Special Education Teacher Aide, for a leave of absence without pay from on or about November 2, 2010 through on or about December 13, 2010. (Five accumulated sick days will be used concurrent with this leave.) On a roll call vote: AYES: Mr. Gaffney, Mr. Akovity, Ms. Matts, Mr. Talamini, Mr. Scerbo. Motion carried.

**Sage Day** Mr. Gaffney moved and Ms. Matts seconded to approve termination of contract with Sage Day at Mahwah for one out-of-district student, effective with the close of school October 29, 2010. 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)**

**LM Settlement Agreement** Mr. Gaffney moved and Ms. Matts seconded to approve the Settlement Agreement and Release between the Oakland Board of Education and M.B. and D.M. o/b/o L.M., as per the attached resolution. On a roll call vote: AYES: Mr. Gaffney, Mr. Akovity, Ms. Matts, Mr. Talamini, Mr. Scerbo. Motion carried.

**Revised Part Time Special Education Aides** Mr. Gaffney moved and Ms. Matts seconded to approve the Revised list of Part Time Special Education/504 Teacher Aides as per the attached, to reflect a change in the number of days and estimated annual salary for Ms. Stephanie Zaentz. On a roll call vote: AYES: Mr. Gaffney, Mr. Akovity, Ms. Matts, Mr. Talamini, Mr. Scerbo. Motion carried.

**Patricia McNair** Mr. Gaffney moved and Ms. Matts seconded to approve a request by Ms. Patricia McNair, Cafeteria/Playground Aide for a leave of absence without pay for November 1 & 3, 2010. On a roll call vote: AYES: Mr. Gaffney, Mr. Akovity, Ms. Matts, Mr. Talamini, Mr. Scerbo. Motion carried.

**Sandra Hickey** Mr. Gaffney moved and Ms. Matts seconded to approve a request by Ms. Sandra Hickey, Special Education Teacher Aide, for a leave of absence without pay for November 1 & 3, 2010. 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, 2010 certified gross (net & agency) payroll in the amount of \$1,382,281.13, as per attached. On a roll call vote: AYES: Ms. Matts, Mr. Akovity, Mr. Gaffney, Mr. Talamini, Mr. Scerbo. Motion carried.

**Board 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 16, 2010 and pursuant to NJAC 6A:23-2.11(c) 3, no line item account has encumbrances and expenditures, which, in total, exceed the line item appropriation in violation of NJAC 6A:23-2.11(a); and further,

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**Finance (continued)**

Approve the Oakland Board of Education's certification that, pursuant to NJAC6A:23-2-11(c)4, 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:23-2.11(b).  
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 with the run date of November 16, 2010, 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.

**Budget Transfers**

Ms. Matts moved and Mr. Talamini seconded to approve school year Budget appropriation transfers for the period from October 23, 2010, through November 12, 2010, as per the attached list. On a roll call vote: AYES: Ms. Matts, Mr. Akovity, Mr. Gaffney, Mr. Talamini, Mr. Scerbo. Motion carried.

**NJ School Boards Association**

Ms. Matts moved and Mr. Talamini seconded to approve the agreement with NJ School Boards Association for negotiations services to the Oakland School District, as per the attached. On a roll call vote: AYES: Ms. Matts, Mr. Akovity, Mr. Gaffney, Mr. Talamini, Mr. Scerbo. Motion carried.

**Patrice Zotos**

Ms. Matts moved and Mr. Talamini seconded to approve the reimbursement to Ms. Patrice Zotos, retired Teacher, for 69.5 unused sick days at \$80. per day for a total of \$5,560, as per contractual provision. On a roll call vote: AYES: Ms. Matts, Mr. Akovity, Mr. Gaffney, Mr. Talamini, Mr. Scerbo. Motion carried.

**Unemployment Compensation**

Ms. Matts moved and Mr. Talamini seconded to approve payment of \$93,086.07 to New Jersey Department of Labor and Workplace Development for NJ Unemployment Compensation for Quarter #1/2010. On a roll call vote: AYES: Ms. Matts, Mr. Akovity, Mr. Gaffney, Mr. Talamini, Mr. Scerbo. Motion carried.

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**Transportation  
Parent Contract**

Mr. Akovity moved and Mr. Gaffney seconded to approve a contract between the Oakland Board of Education and a parent of a student enrolled in the special education program in DHS for transportation services to and from the school during the 2010/2011 school year at an estimated school year cost of \$1,621.00. On a roll call vote: AYES: Mr. Akovity, Mr. Gaffney, Ms. Matts, Mr. Talamini, Mr. Scerbo. Motion carried.

**Durham-Murphy  
Field Trips/  
Athletics**

Mr. Akovity moved and Mr. Gaffney seconded to approve the renewal offer at 0% increase for field trips and athletics for the 2010/11 school year with Durham-Murphy Bus Service as per the attached Statement of Assurance. On a roll call vote: AYES: Mr. Akovity, Mr. Gaffney, Ms. Matts, Mr. Talamini, Mr. Scerbo. Motion carried.

**Policies**

**Diabetes  
Management  
Policy**

Mr. Gaffney moved and Ms. Matts seconded to approve for first reading, Policy #5141.24 (NJSBA)/#5338 (SEA), entitled *Diabetes Management*. On a roll call vote: AYES: Mr. Gaffney, Mr. Akovity, Ms. Matts, Mr. Talamini, Mr. Scerbo. Motion carried.

**Diabetes  
Management  
Regulation**

Mr. Gaffney moved and Ms. Matts seconded to approve Regulation #5141.24R (NJSBA)/#5338R (SEA), entitled *Diabetes Management*, with the following attachments:

- Hypoglycemia - Fact Sheet
- Glucagon - Fact Sheet
- Procedure for Glucagon Injection
- Delegating Glucagon Administration
- Diabetes Self-Management Authorization
- Student Agreement

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

**Open to Audience  
Participation**

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

None

**Close to Audience  
Participation**

Ms. Matts moved and Mr. Akovity seconded to close to audience participation.



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**Adjournment**

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

Meeting was adjourned at 7:55 PM

Respectfully submitted,

Mr. James Davis  
Board Secretary/  
Business Administrator