

**BOARD OF EDUCATION
OAKLAND, NEW JERSEY**

August 19, 2014

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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 7:20 PM by Mr. Gaffney.

Meeting Notice Mr. Gaffney 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 3, 2014 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, Mr. Scerbo, Ms. Shelkin. Also present were Dr. Gina M. Coffaro, Superintendent of Schools, Mr. Kyle J. Bleeker, Business Administrator/Board Secretary, Stephen R. Fogarty, Esq., and no members of the public.

REPORT OF THE SUPERINTENDENT OF SCHOOLS

Tonight's Schedule

- . 7:00 p.m. - Public Work Session
- . 7:30 p.m. - Board of Education Regular Meeting

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REPORT OF THE SUPERINTENDENT OF SCHOOLS (continued)

- Dr. Coffaro gave an overview of the evening's agenda
- Paul Palek coming to speak to staff during PD Days
- Thank you to custodians and maintenance for hard work this summer
A "short summer"
- Update from meeting with Ms. Greene for The Suburban article

REPORT OF THE BUSINESS ADMINISTRATOR

Buildings and Grounds

- Heights Roof Project
 - Installation of New Roof is completed
 - Installation of exhaust fans began this week
 - Installation of trim to begin in early September
 - No work until after 3:30
 - Work on Saturdays
- Heights Library
 - Asbestos Abatement completed
 - Carpet Installed
 - Room has been painted
 - Furniture expected next week
- Manito Sidewalk
 - New Sidewalk installed
- Manito Electrical Upgrade
 - Completed
- Manito gym has been painted
- Valley Roof
 - Will begin this week
- Valley Gym Curtain
 - To be installed mid-September
- District Wide
 - Tree Removals this week began this week. Trees being removed were selected by Mr. Jacod and permitted by the town
 - Painting in classrooms
 - Some staff were relocated
 - Restriping of parking lots
 - Thank you to DPW
 - Playground mulch delivered
 - Elementary Schools only
 - Gym Floors refinished

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- Maintenance of Septic tanks have been completed
- Bid currently out for maintenance Truck – Sept 4 opening

Technology

- Laptops have been rolled out to Staff
- Conversion to Google for Education for E-mail
- Chrome books have been delivered
 - Currently being inventoried
 - Carts expected any day
- AESOP for substitute service will be in place for start of school.
 - Training of principals next week. They will turn key it to Staff

Cafeteria

- POS system equipment has been purchased
 - Training for Staff next week
- Pay online ability coming soon
- Village Fresh concept slated to begin in October

Transportation

- Bus #30 to be retired this month
- Will be auctioned
- Ridership down by 50-75 students

Finance

- Material for audit has been assembled
- Waiting to confirm date from auditor
- Ex-Aid has been received \$325,598 for 2013/2014 vs. \$309,334 for 2013/2013
- Tax Levy from Borough
 - Mr. Kunze expects a partial payment next week
 - All back tax levy expected in September

Personnel

- Mike Hans to be appointed groundskeeper this evening
 - Very lucky to have him on staff, he is expected to do very well
 - Will begin September 1
- Approve revised Job Description
 - Major change is removing from OCA and making this standalone
- Interviews for custodial position will beginning next week or two.
 - Hoping to approve two custodians at September meeting
- On Agenda for Approval is a part time custodian to replace Mr. Pontier
- OCA contract on for approval

Other

- Housekeeping

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- Need to know who can attend school Boards Convention (10/28-10/30)
- Shelkin needs governance 2 by March 30, 2015 – Training will be held in AC on Thursday – Online training should be up by September 1
- Scerbo and Gaffney need Governance 4 by 3/30/2015 – Training will be on Thursday in AC – online will be up by September 1
- Akovity is good
- BOE access to e-mail?
- First Auction has been completed
 - Tractor sold for \$1,000
 - Box Truck sold for approximately \$2,000
 - More items to be listed soon
 - Bus
 - Laptops
 - Student Furniture
- Policy manual from School Boards
- Anti-Idling Week
 - Oakland Green Team
 - Ms. DaSilva is trying to schedule a time with Dr. Coffaro and myself.
- Upcoming Dates
 - Aug 26 – BOE meeting if needed
 - Aug 27 – BOE member walkthrough of schools
 - Sept 23 – September Regular BOE meeting
 - Oct 21 – October Regular meeting
 - Oct 28 – 30 – NJSBA Convention

Discussion on Green Team anti-idling week request

- Decision to deny request for week recognizing this due to other events in September

Adjournment

Ms. Shelkin moved and Mr. Akovity seconded to adjourn meeting.
Meeting was adjourned at 7:34 PM.

Respectfully submitted,

Mr. Kyle J. Bleeker
Board Secretary/Business Administrator