

**BOARD OF EDUCATION
OAKLAND, NEW JERSEY**

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Meeting A Reorganization of the Board of Education was held at the Valley Middle School on the above date. The meeting was called to order at 7:03 PM by Mr. Bleeker.

Meeting Notice Mr. Bleeker 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.

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.

Present:

Mr. Gaffney, Mr. Scerbo, Ms. Shelkin, Dr. Gina M. Coffaro, Superintendent of Schools, Mr. Kyle J. Bleeker, Business Administrator/Board Secretary, eight members of the public and one member of the press.

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I. PURPOSE OF THE MEETING

The purpose of this meeting is to organize the Board of Education as required by statutes and to consider any other matters recommended by the Superintendent of Schools.

II. RESULTS OF SCHOOL ELECTION AND ADMINISTRATION OF OATH OF OFFICE TO ELECTED BOARD MEMBER

A. Report on the Annual School Elections

The Board Secretary reported the unofficial results of the Annual School Election held on April 21, 2015 pursuant to notice given in accordance with school law.

Vote for Tax Levy General Fund	YES	- 469
	NO	- 197

The 2015-2016 school budget was approved.

B. Vote for Member of the Board of Education

Three Year Term:
Mr. Spinella 117
Ms. King 173
Mr. Akovity 397
Ms. Cooper 454

Mr. Robert Akovity was elected to serve from April 2015 through April 2018.
Ms. Lisa Cooper was elected to serve from April 2015 through April 2018.

The Oath of Office was administered to Mr. Akovity and Ms. Cooper.

Roll Call of the new Board of Education:

Present: Mr. Akovity, Ms. Cooper, Mr. Gaffney, Mr. Scerbo, Ms. Shelkin

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III. ELECTION OF OFFICERS

Board Secretary requested nominations for the Office of President:

- A. Nomination: Mr. Scerbo nominated Mr. Gaffney
(Discussion)

Board Secretary asked if there are any further nominations for the Office of President:

- B. Nomination: None
(Discussion)

Since there were no further nominations from the floor, the Board Secretary requested to close nominations for the Office of President.

Mr. Scerbo moved and Ms. Shelkin seconded to nominate Mr. Gaffney for the Office of President. On a roll call vote: AYES: Mr. Akovity, Ms. Cooper, Mr. Gaffney, Mr. Scerbo, Ms. Shelkin. Motion carried.

Chair is assumed by the newly elected President of the Board for the 2015/2016 school year.

Mr. Gaffney requested nominations for the Office of Vice President:

- C. Nomination: Mr. Akovity nominated Ms. Shelkin

Mr. Gaffney asked if there are any further nominations for the Office of Vice President:

- D. Nomination: None

Since there were no nominations from the floor, Mr. Gaffney requested that nominations for the Office of Vice President be closed.

Mr. Akovity moved and Ms. Cooper seconded to nominate Ms. Carita Shelkin for the Office of Vice President. On a roll call vote: AYES: Mr. Akovity, Mr. Cooper, Mr. Gaffney, Mr. Scerbo, Ms. Shelkin. Motion carried.

Mr. Bleeker announced results of voting:

President: Mr. James Gaffney

Vice President: Ms. Carita Shelkin

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IV. ACKNOWLEDGMENT OF THE CODE OF ETHICS

Ms. Cooper moved and Mr. Akovity seconded to acknowledge and agree that a school board member shall abide by the following School Board Association Code of Ethics for School Board Members:

1. I will uphold and enforce all laws, rules, and regulations of the State Board of Education, and court orders pertaining to schools. Desired changes shall be brought about only through legal and ethical procedures.
2. I will make decisions in terms of the educational welfare of children and will seek to develop and maintain public schools that meet the individual needs of all children regardless of their ability, race, creed, sex, or social standing.
3. I will confine my board action to policy making, planning, and appraisal, and I will help to frame policies and plans only after the board has consulted those who will be affected by them.
4. I will carry out my responsibility, not to administer the schools, but, together with my fellow board members, to see that they are well run.
5. I will recognize that authority rests with the board of education and will make no personal promises nor take any private action that may compromise the board.
6. I will refuse to surrender my independent judgment to special interest or partisan political groups or to use the schools for personal gain or for the gain of friends.
7. I will hold confidential all matters pertaining to the schools which, if disclosed, would needlessly injure individuals or the schools. In all other matters, I will provide accurate information and, in concert with my fellow board members, interpret to the staff the aspirations of the community for its school.
8. I will vote to appoint the best qualified personnel available after consideration of the recommendation of the chief administrative officer.
9. I will support and protect school personnel in proper performance of their duties.
10. I will refer all complaints to the chief administrative officer and will act on the complaints at public meetings only after failure of an administrative solution.

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

Note: The Board Members took turns reading the Code of Ethics.

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OFFICIAL PUBLICATIONS

Ms. Shelkin moved and Mr. Akovity seconded to designate the official publications for legal notices of the Board of Education as The Bergen Record. If a daily publication is needed, The Record and/or Star Ledger will be used. Notices will also be sent to The Suburban News. On a roll call vote: AYES: Mr. Akovity, Ms. Cooper, Mr. Gaffney, Mr. Scerbo, Ms. Shelkin. Motion carried.

MEETINGS

Ms. Shelkin moved and Mr. Akovity seconded to designate the second or third Tuesday of the month as the Regular Meeting night of the Board, unless so indicated on the attached meeting schedule. On a roll call vote: AYES: Mr. Akovity, Ms. Cooper, Mr. Gaffney, Mr. Scerbo, Ms. Shelkin. Motion carried.

OFFICIAL DEPOSITORIES

Ms. Shelkin moved and Mr. Akovity seconded that it be determined and approved at the May Regular Monthly Meeting. On a roll call vote: AYES: Mr. Akovity, Ms. Cooper, Mr. Gaffney, Mr. Scerbo, Ms. Shelkin. Motion carried.

AUTHORIZED SIGNATURES

Ms. Shelkin moved and Mr. Akovity seconded the authorization of the following list of accounts and signatories to sign school warrants, checks and withdrawals, in accordance with Board Policy, for the year this Board is in office, beginning May 1, 2015 (unless indicated, two signatories are required):

<u>Account Name</u>	<u>Account Number</u>	<u>Signatories</u>
General Office	7047886249	Superintendent/Business Administrator/Secretary
Dogwood Hill General	7047886257	Principal/Secretary
Heights School General	7047886265	Principal/Secretary
Manito School General	7047886273	Principal/Secretary
Valley Middle School	7047886281	Principal/Vice Principal/Secretary
General Account	7047886303	Board President/Treasurer/Business Administrator
Payroll	7047886311	Treasurer/Alternate
SUI	7047886338	Board President/Treasurer/Business Administrator
Cafeteria	7047886346	Board President/Treasurer/Business Administrator
Payroll Agency	7047886354	Business Administrator/Treasurer
Flex Benefits	7047886362	Business Administrator/Treasurer

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And, that, as an alternate to the Board Secretary, Dr. Gina M. Coffaro be authorized to sign school warrants, checks and withdrawals.

And, that, as an alternate to the Treasurer of School Monies, the President, or the Vice President of the Oakland Board of Education be authorized to sign school warrants, checks and withdrawals. On a roll call vote: AYES: Mr. Akovity, Ms. Cooper, Mr. Gaffney, Mr. Scerbo, Ms. Shelkin. Motion carried.

TRANSFER OF FUNDS

Ms. Shelkin moved and Mr. Akovity seconded to approve renewal of authorization for both the Business Administrator and Bookkeeper to "wire transfer" funds of this Board. On a roll call vote: AYES: Mr. Akovity, Ms. Cooper, Mr. Gaffney, Mr. Scerbo, Ms. Shelkin. Motion carried.

NEW JERSEY SCHOOL BOARDS ASSOCIATION and GARDEN STATE COALITION OF SCHOOL DELEGATES

Mr. Akovity moved and Ms. Cooper seconded that the President designates the following as representatives to the New Jersey School Boards Association and Garden State Coalition of Schools for the 2015/2016 school year.

Representative: Carita Shelkin
Alternate: Lisa Cooper

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

LIAISON APPOINTMENTS

Mr. Akovity moved and Ms. Cooper seconded that the President designates the following liaison appointments:

Borough Liaison:	John A. Scerbo
Building and Grounds:	Robert Akovity
Finance:	John A. Scerbo
Food Service:	Carita Shelkin
Policy:	Lisa Cooper
Personnel:	Carita Shelkin
Regular Education:	Robert Akovity
Special Education:	Lisa Cooper
Transportation:	Carita Shelkin
PTO/OEF Council:	Lisa Cooper
Emergency Management:	John A. Scerbo
Technology:	Robert Akovity

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

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PROFESSIONAL SERVICES

Mr. Akovity moved and Ms. Cooper seconded to approve the following professional services for the 2015/2016 school year as per submitted proposals on file in the Business Office:

<u>Name</u>	<u>Services</u>	<u>Contract Amount</u>
Fogarty & Hara, LLC	Attorney	Partner: \$175/hr. Associate: \$155/hr.
Lerch, Vinci & Higgins, LLP	Auditor	Estimated Fee \$25,400
DiCara/Rubino Architects	Architect Services	Principal: \$175/hr. Sr. Project Mgr.: \$160/hr.
Lan Associates, Inc.	Engineering Services	Principal: \$175/hr. Engineers: \$140-\$98/hr.
Andrew Bruno Agency	Insurance Broker	NESBIG Rate
Karl & Associates	Right To Know	Estimated Fee \$3,450
Educational Data Services	Cooperative Bidding Services	Estimated Fee \$5,400

1. The fee structure is most advantageous to the Board, price and other factors considered.
2. Experience, staff and resources necessary to perform the service as demonstrated by their prior performance with the Board.
3. Reputation and responsibility of professional contractor based upon prior performance with the Board.

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

BOARD SECRETARY/CUSTODIAN OF RECORDS

Mr. Akovity moved and Ms. Cooper seconded to confirm appointment of Mr. Kyle J. Bleeker, Business Administrator, as Secretary of the Board and the Oakland School District's Custodian of Records for the 2015/2016 school year, as required by law, pending Mr. Bleeker's reappointment as Business Administrator/ Board Secretary. On a roll call vote: AYES: Mr. Akovity, Ms. Cooper, Mr. Gaffney, Mr. Scerbo, Ms. Shelkin. Motion carried.

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QUALIFIED PURCHASING AGENT (Q.P.A.)

Ms. Cooper moved and Mr. Scerbo seconded to approve the authorization of Mr. Kyle J. Bleeker, School Business Administrator, to make purchases of goods or services per the current State established rate of \$36,000, or as per any revisions made by the State for the 2015/2016 school year for Business Administrators holding the Q.P.A. designation, and as per the attached resolution authorizing purchases in excess of the bid threshold for State contracted goods and services, pending Mr. Bleeker's reappointment as Business Administrator/Board Secretary. On a roll call vote: AYES: Mr. Akovity, Mr. Cooper, Mr. Gaffney, Mr. Scerbo, Ms. Shelkin. Motion carried.

TREASURER OF SCHOOL MONIES

Ms. Cooper moved and Mr. Scerbo seconded to confirm reappointment of Ms. Deanna Dugan as Treasurer of School Monies for the school year 2015/2016, as required by law and in accordance with budgetary provisions in the amount of \$3,595. On a roll call vote: AYES: Mr. Akovity, Ms. Cooper, Mr. Gaffney, Mr. Scerbo, Ms. Shelkin. Motion carried.

BOARD POLICIES

Ms. Cooper moved and Mr. Scerbo seconded to reaffirm present Board Policies, By-Laws and Board Regulations as detailed in the Governance Manual for the school year 2015/2016, subject to amendments, additions, revisions or deletions, as determined by Board resolution. On a roll call vote: AYES: Mr. Akovity, Mr. Cooper, Mr. Gaffney, Mr. Scerbo, Ms. Shelkin. Motion carried.

DISTRICT CURRICULUM

Ms. Cooper moved and Mr. Scerbo seconded to approve the Oakland School District's curriculum and services for the 2015/2016 school year. On a roll call vote: AYES: Mr. Akovity, Mr. Cooper, Mr. Gaffney, Mr. Scerbo, Ms. Shelkin. Motion carried.

NORTHWEST BERGEN COUNCIL FOR SPECIAL EDUCATION

Ms. Cooper moved and Mr. Scerbo seconded to approve the Oakland School District's membership in the Northwest Bergen Council for Special Education (NWBCSE) Region I/Mahwah Board of Education, for the 2015/2016 school year. On a roll call vote: AYES: Mr. Akovity, Mr. Cooper, Mr. Gaffney, Mr. Scerbo, Ms. Shelkin. Motion carried.

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FINANCE

Mr. Scerbo moved and Mr. Akovity seconded to accept the results of the Annual School Election of April 21, 2015, as per attached. On a roll call vote: AYES: Mr. Akovity, Mr. Cooper, Mr. Gaffney, Mr. Scerbo, Ms. Shelkin. Motion carried.

Mr. Scerbo moved and Mr. Akovity seconded to approve the adoption of 2015/2016 School District Budget as approved by the voters at the annual school election on April 21, 2015:

	<u>Budget</u>	<u>Local Tax Levy</u>
Total General Fund	\$29,197,151	\$27,074,293
Total Special Revenue Fund	\$ 445,377	-0-
Total Debt Service Fund	\$ 355,248	\$ 234,464
Totals	\$29,997,776	\$27,308,757

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

Mr. Scerbo moved and Mr. Akovity seconded to approve the monthly Petty Cash amounts for the 2015/2016 school year as follows:

<u>School</u>	<u>Petty Cash Amount</u>	<u>Single Expenditure</u>
Dogwood Hill School	\$100	\$25
Heights School	\$100	\$25
Manito School	\$100	\$25
Valley Middle School	\$250	\$50
Special Services Department	\$100	\$25
Central Office	\$300	\$50

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

Mr. Scerbo moved and Mr. Akovity seconded to approve the following Tax Sheltered Annuity Companies and Brokers:

Equitable	Jim Hughes
Valic	Michael Grofsick
Financial Resources Tax	Chris Deluca
Deferred Services (TDS Group)	

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

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FINANCE (continued)

Mr. Scerbo moved and Mr. Akovity seconded to approve the Superintendent and Business Administrator/Board Secretary, or their designees, be designated as the Board's agents to request State and Federal funds under the existing State and Federal Laws for the period from the date of this Organization Meeting to the Board Organization Meeting in the next calendar year. On a roll call vote: AYES: Mr. Akovity, Ms. Cooper, Mr. Gaffney, Mr. Scerbo, Ms. Shelkin. Motion carried.

Mr. Scerbo moved and Mr. Akovity seconded to approve the Business Administrator/Board Secretary be designated as the Board of Education's Claims Auditor with authority, as provided by 18A:19-2 amended, to direct pre-payment of claims for Debt Service, Payroll, Fixed Charges and any other claim or demand which would be in the best interest of the Board to pay promptly. On a roll call vote: AYES: Mr. Akovity, Mr. Cooper, Mr. Gaffney, Mr. Scerbo, Ms. Shelkin. Motion carried.

Audience Participation

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

None

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

Adjournment

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

Meeting was adjourned at 7:21 PM

Respectfully submitted,

Mr. Kyle J. Bleeker
Board Secretary/Business Administrator