

THE OAKLAND PUBLIC SCHOOLS

Office of the Superintendent

and

Secretary of the Board

BOARD OF EDUCATION

Work Session

Administration Office

6:00 PM

MEMBERS OF THE BOARD

Robert Akovity

James Gaffney

Jennifer Matts

John A. Scerbo

Russell Talamini

Dr. Jeffrey P. Feifer, Superintendent of Schools  
Ms. Joan C. Dunn, Interim Business Administrator/Board Secretary

Regular Monthly Meetings on the Third Tuesday of each month at 7:30 PM

Next Regular Monthly Meeting:

February 12, 2013

Valley Middle School

MEETING CALLED TO ORDER

PRESIDING OFFICER: \_\_\_\_\_

DATE: \_\_\_\_\_

TIME: \_\_\_\_\_

FLAG SALUTE

STATEMENT ON OPEN PUBLIC MEETINGS AND POLICY CONCERNING PERSONNEL

PRESIDING OFFICER:

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

	<u>Present</u>	<u>Absent</u>	<u>Time of Arrival After Meeting Called to Order</u>
Robert Akovity	_____	_____	_____
James Gaffney	_____	_____	_____
Jennifer Matts	_____	_____	_____
John Scerbo	_____	_____	_____
Russell Talamini	_____	_____	_____

Also Present: Dr. Jeffrey P. Feifer, Superintendent of Schools  
Ms. Joan C. Dunn, Interim Business Administrator/Board Secretary

and approximately \_\_\_\_ members of the public.

**Information Network 201-405-ABCD**

## **REPORTS**

### Tonight's Schedule

- . 6:00 p.m. -Public Work Session
  - Includes a proposal from Tony Smiraldi and Lightpath representatives concerning the expansion of our bandwidth in preparation for PARCC Assessments
- . 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.
- Susan Dishuk - extend her work day by 10 minutes per day at her hourly salary of \$12.60, effective February 4, 2013.

2013/2014 Budget PreparationTechnology

- . 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 and Applitrack webinars and are awaiting additional information from both companies. I will provide an update to the Board about both programs when I receive all the information.
- . 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 – Have Board members had an opportunity to look at New Jersey School Boards Association’s program to create paperless board meetings?

HIB Report for January 2013

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

Math In Focus – Grades 6-8Full Day Kindergarten

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

**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

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.

Lightpath Proposal - Bandwidth and Communications

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/WorkshopsSpecial EducationTransportationField TripsMonthly Reports

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

**EXECUTIVE SESSION**

WHEREAS, The Board of Education must discuss subjects concerning personnel matters, legal issues, and/or contract negotiations concerning the District, and

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 which 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 the 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.

Motion: \_\_\_\_\_ Second: \_\_\_\_\_

Roll Call Vote:

- Robert Akovity \_\_\_\_\_
- James Gaffney \_\_\_\_\_
- Jennifer Matts \_\_\_\_\_
- John Scerbo \_\_\_\_\_
- Russell Talamini \_\_\_\_\_

Time Entered Executive Session: \_\_\_\_\_

RETURN TO OPEN SESSION:

Motion: \_\_\_\_\_ Second: \_\_\_\_\_

Time Returned to Open Session: \_\_\_\_\_

ADJOURNMENT:

Motion: \_\_\_\_\_ Second: \_\_\_\_\_

Time of Adjournment: \_\_\_\_\_