

**ALPHA BOROUGH PUBLIC SCHOOL BOARD OF
EDUCATION**

**Regular Meeting Minutes – July 17, 2018 at 7:00 p.m.
Approved August 21, 2018**

I. INTRODUCTORY ITEMS

CALL TO ORDER:

President, Jennifer Pettinelli called the meeting to order at 7:00 p.m. and asked everyone to please stand for the Pledge of Allegiance and a subsequent moment of silence.

OPEN PUBLIC MEETINGS ACT:

Jennifer Pettinelli read the following statement:

The New Jersey Open Public Meetings Act 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 either discussed or acted upon. The Board has fully complied with the notice requirements by advertising in The Express Times and The Star-Ledger posting publicly and by notifying the Municipal Clerk of the date, time and place of the meeting.

ROLL CALL

Present

President, Jennifer Pettinelli
Vice-President, Robert Melick
Travis Conway
Carl Johnson
Loretta Reed
Patrick Smith

Absent

Others Present

Seth Cohen, Chief School Administrator
Tim Mantz, Business Administrator/Board Secretary
Robert Merryman, Board Attorney

Flag Salute – Pledge of Allegiance

Silent Meditation

President Jennifer Pettinelli read the District Mission Statement:

The mission of the Alpha Public School is to provide every student with the opportunity to receive a high quality education, in a small, personal, caring, safe and positive environment in which all students at all grade levels achieve the New Jersey Student Learning Standards. In partnership with the parents and the community, a competent and dedicated staff guides students to develop confidence and become productive and contributing members of a constantly changing society.

ALPHA BOROUGH PUBLIC SCHOOL BOARD OF EDUCATION
Regular Meeting Minutes-July 17, 2018 at 7:00 p.m.
Approved August 21, 2018

II. PRESENTATION

None

III. APPROVAL OF BOARD MINUTES

Motion made by Patrick Smith, seconded by Carl Johnson, to approve the minutes of the May 15, 2018 regular meeting.

Motion carried by unanimous voice vote.

Motion made by Travis Conway, seconded by Patrick Smith, to approve the minutes of the May 15, 2018 executive session.

Motion carried by unanimous voice vote.

Motion made by Travis Conway, seconded by Carl Johnson, to approve the minutes of the June 5, 2018 work session.

Motion carried by unanimous voice vote.

Motion made by Patrick Smith, seconded by Travis Conway, to approve the minutes of the June 19, 2018 regular meeting.

Motion carried by unanimous voice vote.

Motion made by Travis Conway, seconded by Patrick Smith, to approve the minutes of the June 19, 2018 executive session from 7:14 pm to 7:19 pm.

Motion carried by unanimous voice vote.

Motion made by Patrick Smith, seconded by Carl Johnson, to approve the minutes of the June 19, 2018 executive session from 7:27 pm to 8:03 pm.

Motion carried by unanimous voice vote.

Motion made by Travis Conway, seconded by Patrick Smith, to approve the minutes of the July 3, 2018 work session.

Motion carried by unanimous voice vote.

IV. COMMUNICATIONS TO THE BOARD

Jennifer Pettinelli referred to letters from Stacey Jarrell, Kelly Phillips and Corlynn Housman.

ALPHA BOROUGH PUBLIC SCHOOL BOARD OF EDUCATION
Regular Meeting Minutes-July 17, 2018 at 7:00 p.m.
Approved August 21, 2018

V. OLD BUSINESS

Jennifer Pettinelli said that the Board's NJSBA representative will attend the Board Retreat on July 31st at 7:00 pm.

VI. MONTHLY REPORTS OF BOARD SECRETARY AND TREASURER

Motion made by Patrick Smith, seconded by Carl Johnson, to approve, on the recommendation of the Chief School Administrator, the acceptance of the monthly financial reports of the Board Secretary and the Treasurer for the month of **June 2018** and further that, in compliance with NJAC 6A:23A-16.10(c)4, the Board of Education certifies that as of **June 30, 2018**, after review of the secretary's monthly financial report and upon consultation with the appropriate district officials, to the best of our knowledge, no major account has been over expended in violation of NJAC 6A:23A-16.10(a)1 and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.

Motion carried by unanimous roll call vote.

VII. APPROVAL OF TRANSFERS/LIST OF BILLS

Motion made by Travis Conway, seconded by Robert Melick, to approve the June 20, 2018 through June 30, 2018 current expense bill list for check numbers 18285 to 18310 totaling \$164,568.91.

Motion carried by unanimous roll call vote

Motion made by Patrick Smith, seconded by Carl Johnson, to approve the July 1, 2018 through July 17, 2018 current expense bill list for check numbers 18311 to 18331 totaling \$138,556.62.1.

Motion carried by unanimous roll call vote

Motion made by Travis Conway, seconded by Robert Melick, to approve budget transfers in the amount of \$121,951.15 as presented for the period June 20, 2018 through June 30, 2018 noting that Commissioner approval was not required as the year to date transfers on a cumulative basis do not exceed 10% pursuant to N.J.S.A. 18A:22-8.1.

Motion carried by unanimous roll call vote

VIII. PUBLIC INPUT

None

IX. STUDENT REPRESENTATIVE REPORT

None

ALPHA BOROUGH PUBLIC SCHOOL BOARD OF EDUCATION
Regular Meeting Minutes-July 17, 2018 at 7:00 p.m.
Approved August 21, 2018

X. CHIEF SCHOOL ADMINISTRATOR’S REPORT

Mr. Cohen reported that the district’s FY19 ESEA and IDEA grants were accepted. The school gets Title IV money through the ESEA grant which will be used to create a “Maker’s Space” in the library.

ACTION ITEMS: Chief School Administrator’s Recommendations

CONSENT AGENDA: Matters listed within the consent agenda have been referred to members of the Board of Education and/or its standing committees, for reading and study, are considered to be routine and will be enacted by one motion.

Consent Agenda Motion: BOARD AFFAIRS

Motion made by Robert Melick, seconded by Travis Conway, to approve the following board affairs agenda items **1.1** through **1.6**.

Motion carried by unanimous roll call vote.

1.1 To approve the following resolution:

WHEREAS, changes to the Public School Contracts Law gave boards of education the ability to increase their bid threshold up to \$40,000; and

WHEREAS, N.J.S.A. 18A-18A-3a, permits an increase in the bid threshold if a Qualified Purchasing Agent is appointed as well as granted the authorization to negotiate and award such contracts below the bid threshold; and

WHEREAS, N.J.A.C. 5:34-5 et seq. establishes the criteria for qualifying as a Qualified Purchasing Agent; and

WHEREAS, Tim Mantz possesses the designation of Qualified Purchasing Agent as issued by the Director of the Division of Local Government Services in accordance with N.J.A.C. 5:34-5 et seq.; and

WHEREAS, the Alpha Board of Education desires to increase the bid threshold as provided in N.J.S.A. 18A-18A-3; now, therefore, be it

RESOLVED, that the governing body Alpha Board of Education, in the County of Warren, in the State of New Jersey hereby increases its bid threshold to \$40,000; and be it further

RESOLVED, that the governing body hereby appoints Tim Mantz as the Qualified Purchasing Agent for the 2018-19 school year to exercise the duties of a purchasing agent pursuant to N.J.S.A. 18A-18A-2b, with specific relevance to the authority, responsibility, and accountability of the purchasing activity of the Board of Education; and be it further

ALPHA BOROUGH PUBLIC SCHOOL BOARD OF EDUCATION
Regular Meeting Minutes-July 17, 2018 at 7:00 p.m.
Approved August 21, 2018

RESOLVED, that in accordance with N.J.A.C. 5:34-5.2 the Board of Education Secretary is hereby authorized and directed to forward a certified copy of this resolution and a copy of Tim Mantz’s certification to the Director of the Division of Local Government Services.

1.2 To approve the Principal’s Waiver for the 2018-19 school year.

1.3 To approve the reading and adoption of the following policies and regulations:

- Policy & Regulation 1550: Equal Employment/Anti-Discrimination Practices
- Policy 2431: Athletic Competition
- Regulation 2431.2: Medical Examination Prior to Participation on a School-Sponsored Interscholastic or Intramural Team or Squad
- Policy & Regulation 5350: Student Suicide Prevention
- Policy 5533: Student Smoking
- Policy & Regulation 5561: Use of Physical Restraint and Seclusion Techniques for Students with Disabilities
- Policy 8462: Reporting Potentially Missing or Abused Children

1.4 To approve the first reading of Policy 8561: Procurement Procedures for School Nutrition Program.

1.5 To approve the submission and acceptance of the application for ESEA fiscal year 2019.

| | |
|------------------|-----------------|
| Title IA: | \$59,436 |
| Title IIA: | \$0 |
| <u>Title IV:</u> | <u>\$20,146</u> |
| Total: | \$79,582 |

1.6 To approve the submission and acceptance of the application for “Individuals with Disabilities Education Act” (IDEA) fiscal year 2019 in the following amounts:

| | |
|-------------------|-----------------|
| Basic: | \$67,097 |
| <u>Preschool:</u> | <u>\$ 1,732</u> |
| Total Allocation: | \$68,829 |

Consent Agenda Motion: BUSINESS AFFAIRS

Motion made by Patrick Smith, seconded by Carl Johnson, to approve the following business affairs agenda items **2.1** through **2.2**.

Motion carried by unanimous roll call vote.

2.1 To approve a student breakfast price of \$1.25 for the 2018-19 school year.

2.2 To approve a student lunch price of \$2.85 and milk price of \$0.50 for the 2018-19 school year.

ALPHA BOROUGH PUBLIC SCHOOL BOARD OF EDUCATION
Regular Meeting Minutes-July 17, 2018 at 7:00 p.m.
Approved August 21, 2018

Consent Agenda Motion: PERSONNEL AFFAIRS

Motion made by Robert Melick, seconded by Loretta Reed, to approve the following personnel affairs agenda items **3.1** through **3.7**.

Motion carried by unanimous roll call vote.

- 3.1** To approve a maternity leave of absence for Kelly Phillips beginning on or about October 25, 2018 to July 1, 2019 according to Article VI of the “Teacher’s Contract Between the Board of Education of Alpha, New Jersey and the Alpha Education Association”.
- 3.2** To hire Robert Miller as a gym teacher for the 2018-19 school year at a salary of \$48,085, Step D, BA.
- 3.3** To hire Tara Betancourt as a long-term maternity leave replacement teacher for the 2018-19 school year at a salary of \$48,085, Step D, BA.
- 3.4** To approve a shared services agreement for an School Library Media Specialist for the 2018-19 school year with the Lopatcong Township School District whereas the Lopatcong Township Board of Education will reimburse the Alpha Board of Education 20% of the total cost, salary and benefits package, for the time of the School Library Media Specialist equaling one day per week.
- 3.5** To approve Daniel Bobick as substitute teacher for the 2018-19 school year.
- 3.6** To accept the resignation of Corlynn Housman effective immediately.
- 3.7** To approve the following Chief School Administrator goals for the 2018-19 school year:
 - Goal #1: Community: Find and apply for grants with priority given to security and technology.
 - Goal #2: Continue to facilitate the implementation of the workshop model through walkthroughs observations and Professional development partnerships.
 - Goal #3: Increase student learning as evidenced through student growth data
 - Goal #4: Facilitate and promote parent participation through parent workshops and adult learning opportunities

Consent Agenda Motion: SCHOOL AFFAIRS

Motion made by Travis Conway, seconded by Loretta Reed, to approve the following school affairs agenda items **4.1** through **4.2**.

Motion carried by unanimous roll call vote.

- 4.1** To approve the placement of the identified student in the New Road School of Somerset for the 2018-19 school year at an annual tuition of \$61,273.80.
- 4.2** To approve a contract for the 2018-19 school year with the State of New Jersey Department of Human Services Commission for the Blind and Visually Impaired to provide Education Level 1 services to the identified student at a cost of \$1,900.

ALPHA BOROUGH PUBLIC SCHOOL BOARD OF EDUCATION
Regular Meeting Minutes-July 17, 2018 at 7:00 p.m.
Approved August 21, 2018

XI. NEW BUSINESS

None

XII. PUBLIC INPUT

None

XIII. EXECUTIVE SESSION

Motion made by Patrick Smith, seconded by Robert Melick, to adopt the following resolution to enter into executive session at 7:13 p.m. This executive session is expected to last about 30 minutes. The general nature of the subject matter to be discussed is Personnel, Negotiations, Student Issues, and/or Legal Matters.

It is anticipated that action pursuant to this executive session will not be taken.

Motion carried by unanimous voice vote.

WHEREAS, Section 8 of the Open Public Meetings Act, Chapter 231, P.L. 1975 permits the exclusion of the public from a meeting in certain circumstances; and

WHEREAS, this public body is of the opinion that such circumstances presently exist.

NOW, THEREFORE, BE IT RESOLVED by the Alpha Borough Board of Education, County of Warren, State of New Jersey, as follows:

1. The public shall be excluded from discussion of and action upon the specified subject matter.
2. It is anticipated at this time that the above stated subject matter will be made public upon resolution of all information discussed.
3. This Resolution shall take effect immediately.

XIV. RECONVENE

Motion made by Patrick Smith, seconded by Carl Johnson, to reconvene the meeting to public session at 7:30 p.m.

Motion carried by unanimous voice vote

XV. ADJOURNMENT

There being no further business to come before the Board, the meeting was adjourned at 7:31 p.m. on a motion by Travis Conway, seconded by Loretta Reed.

Motion carried by unanimous voice vote.

Respectfully submitted,

Tim Mantz
Business Administrator/ Board Secretary