

ALPHA BOROUGH PUBLIC SCHOOL BOARD OF EDUCATION

Regular Meeting Minutes – April 24, 2018 at 7:00 p.m.
Approved May 15, 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

Absent

Patrick Smith arrived at 7 :05 pm
Loretta Reed

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-April 24, 2018 at 7:00 p.m.
Approved May 15, 2018

II. PRESENTATION

Mr. Cohen presented the 2018-19 district budget.

III. APPROVAL OF BOARD MINUTES

Motion made by Travis Conway, seconded by Patrick Smith, to approve the minutes of the February 6, 2018 work session.

Motion carried by unanimous voice vote.

Motion made by Robert Melick, seconded by Carl Johnson, to approve the minutes of the February 20, 2018 regular meeting.

Motion carried by unanimous voice vote.

Motion made by Patrick Smith, seconded by Robert Melick, to approve the minutes of the February 20, 2018 executive session.

Motion carried by unanimous voice vote.

Motion made by Patrick Smith, seconded by Carl Johnson, to approve the minutes of the March 20, 2018 regular meeting.

Motion carried by unanimous voice vote.

Motion made by Patrick Smith, seconded by Travis Conway, to approve the minutes of the February 20, 2018 executive session.

Motion carried by unanimous voice vote.

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

Motion carried by unanimous voice vote.

IV. COMMUNICATIONS TO THE BOARD

None

V. OLD BUSINESS

Jennifer Pettinelli said that she attended the last WCSBA meeting. The primary topic was school security.

ALPHA BOROUGH PUBLIC SCHOOL BOARD OF EDUCATION
Regular Meeting Minutes-April 24, 2018 at 7:00 p.m.
Approved May 15, 2018

VI. MONTHLY REPORTS OF BOARD SECRETARY AND TREASURER

Motion made by Robert Melick, seconded by Patrick Smith, 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 **March 2018** and further that, in compliance with NJAC 6A:23A-16.10(c)4, the Board of Education certifies that as of **March 31, 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 Patrick Smith, seconded by Travis Conway, to approve the March 21, 2018 through April 24, 2018 current expense bill list for check numbers 18152 to 18200 totaling \$527,526.88

Motion carried by unanimous roll call vote

Motion made by Patrick Smith, seconded by Carl Johnson, to approve budget transfers in the amount of \$1,809.16 as presented for the period March 21, 2018 through April 24, 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

Alpha PTO Vice-President Tammy McGee proposed a "Kid Guru" fundraiser for the Board's consideration. The program is a website rating local kid friendly places. The school would get \$2 for every review submitted for a month.

IX. STUDENT REPRESENTATIVE REPORT

Henry White presented his report.

X. CHIEF SCHOOL ADMINISTRATOR'S REPORT

None

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.

ALPHA BOROUGH PUBLIC SCHOOL BOARD OF EDUCATION
Regular Meeting Minutes-April 24, 2018 at 7:00 p.m.
Approved May 15, 2018

Consent Agenda Motion: BOARD AFFAIRS

Motion made by Patrick Smith, seconded by Travis Conway, to approve the following board affairs agenda item **1.1**.

Motion carried by unanimous roll call vote.

- 1.1** To approve the adoption of the following regulations:
- Regulation 5410: Promotion and Retention

Consent Agenda Motion: BUSINESS AFFAIRS

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

Motion carried by unanimous roll call vote.

- 2.1** To adopt the following resolution to approve the 2018-19 school district budget;

BE IT RESOLVED to approve the 2018-2019 school district budget as follows;

	Budget	Local Tax Levy
General Fund	\$5,608,391	\$3,394,958
Special Revenue Fund	118,960	
Total Base Budget	\$5,727,351	\$3,394,958

BE IT RESOLVED that the Alpha Board of Education includes in the proposed budget the adjustment for increased costs of health benefits in the amount of \$68,570. The additional funds are included in the base budget and will be used to pay for the additional increases in health benefits.

BE IT RESOLVED that the Alpha Board of Education requests the approval of an emergency reserve withdrawal in the amount of \$75,000. The district intends to utilize these funds for upgrading the building's security measures.

WHEREAS, the Alpha Board of Education recognizes school staff and Board members will incur travel expenses related to and within the scope of their current responsibilities and for travel that promotes the delivery of instruction or furthers the efficient operation of the school district; and

WHEREAS, N.J.A.C. 6A:23A-7.1 et seq. requires Board members to receive approval of these expenses by a majority of the full voting membership of the Board and staff members to receive prior approval of these expenses by the Superintendent of Schools and a majority of the full voting membership of the Board; and

WHEREAS, a Board of Education may establish, for regular district business travel only, an annual school year threshold of \$1,500 per staff member where prior Board approval shall not be required unless this annual threshold for a staff member is exceeded in a given school year (July 1 through June 30); and

ALPHA BOROUGH PUBLIC SCHOOL BOARD OF EDUCATION
Regular Meeting Minutes-April 24, 2018 at 7:00 p.m.
Approved May 15, 2018

WHEREAS, travel and related expenses not in compliance with N.J.A.C. 6A:23A-7.1 et seq., but deemed by the Board of Education to be necessary and unavoidable as noted on the approved Board of Education Out of District Travel and Reimbursement Forms; now

THEREFORE, BE IT RESOLVED, the Board of Education approves all travel not in compliance with N.J.A.C. 6A:23A-7.1 et seq. as being necessary and unavoidable as noted on the approved Board of Education Out of District Travel and Reimbursement Forms; and

BE IT FURTHER RESOLVED, the Board of Education approves travel and related expense reimbursements in accordance with N.J.A.C. 6A:23A-7.2(b), to a maximum expenditure of \$15,000 for all staff and board members.

Consent Agenda Motion: PERSONNEL AFFAIRS

Motion made by Travis Conway, seconded by Patrick Smith, to approve the following personnel affairs agenda item **3.1**.

Motion carried by unanimous roll call vote.

3.1 To approve Christopher Dixon from Western Governors University to perform preclinical classroom field experience from April 16th through May 2nd in various grade levels.

Consent Agenda Motion: SCHOOL AFFAIRS

Motion made by Patrick Smith, seconded by Carl Johnson, to approve the following school affairs agenda items **4.1** through **4.5**.

Motion carried by unanimous roll call vote.

4.1 To approve the following fundraiser requests:

- AEA Memorial Scholarship Fund for dine in/take out pizza sales at Gara's Pizza in which the fund receives 10% of pizza sales on April 11th.
- Drama Club to sell candy on April 25th at the drama presentation to be raise funds for props and costumes.
- 8th grade hosting a Rita's ice discount card sale from 4/16/18 to 4/26/18 to raise money for class activities.
- 8th grade to sell ice cream sundaes on April 25th to raise money for the 8th grade trip.
- AEA Memorial Scholarship Fund to sell candy grams on April 13th.

4.2 To approve the following building use requests:

- APS Drama Club on 3/21, 3/26, 3/27 and 3/28 from 2:40 pm to 3:30 pm and on 4/9, 4/10, 4/11, 4/16 and 4/18 from 2:40 pm to 4:00 pm in the gym for the school play.
- APS Drama club on 4/23 – 4/25 from 2:40 pm to 4:30 pm in the gym for dress rehearsals and the performance.

ALPHA BOROUGH PUBLIC SCHOOL BOARD OF EDUCATION
Regular Meeting Minutes-April 24, 2018 at 7:00 p.m.
Approved May 15, 2018

- Alpha PTO on April 27th from 6:30 pm to 9:00 pm in the gym and cafeteria for the Spring Dance.

4.3 To approve the 2018-19 school year calendar as presented.

4.4 To approve the physical education curriculum as presented.

4.5 To approve the following:

Incident Date	Conclusion of HIB Investigation	Offender Consequences
4/6/18	Unfounded-Student Conflict	Consequence under code of conduct
4/6/18	Unfounded-Student Conflict	Consequence under code of conduct
4/9/18	Incident fits HIB definition	One day in-school suspension

XI. NEW BUSINESS

Jennifer Pettinelli told the Board that both the CSA and Board self-evaluations are upcoming and explained the process for completing.

Travis Conway asked if there could be a Phillipsburg Board of Education liaison report on the agenda going forward.

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 7:27 p.m. This executive session is expected to last about 45 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.

ALPHA BOROUGH PUBLIC SCHOOL BOARD OF EDUCATION
Regular Meeting Minutes-April 24, 2018 at 7:00 p.m.
Approved May 15, 2018

XIV. RECONVENE

Motion made by Patrick Smith, seconded by Robert Melick, to reconvene the meeting to public session at 8:14 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 8:15 p.m. on a motion by Robert Melick, seconded by Carl Johnson.

Motion carried by unanimous voice vote.

Respectfully submitted,

Tim Mantz
Business Administrator/ Board Secretary