

ALPHA BOROUGH PUBLIC SCHOOL BOARD OF EDUCATION

Regular Meeting Minutes – November 19, 2019 at 7:00 p.m.
Approved December 17, 2019

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
Christopher McGee
Patrick Smith

Absent

Loretta Reed

Others Present

Seth Cohen, Chief School Administrator
Tim Mantz, Business Administrator/Board Secretary
Bob 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-November 19, 2019 at 7:00 p.m.
Approved December 17, 2019

II. PRESENTATION

Mr. Cohen and Lori Walker presented the Honor Roll certificates.

III. APPROVAL OF BOARD MINUTES

Motion made by Christopher McGee, seconded by Travis Conway, to approve the minutes of the October 15, 2019 regular meeting.

Motion carried by unanimous voice vote.

Motion made by Patrick Smith, seconded by Robert Melick, to approve the minutes of the November 5, 2019 work session.

Motion carried by unanimous voice vote.

IV. COMMUNICATIONS TO THE BOARD

Mr. Cohen told the Board that he has received more feedback from parents regarding parking during drop off/pick up from school. He has contacted the police department to work on a solution.

V. OLD BUSINESS

None

VI. MONTHLY REPORTS OF BOARD SECRETARY AND TREASURER

Motion made by Patrick Smith, seconded by Robert Melick, 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 **October 2019** and further that, in compliance with NJAC 6A:23A-16.10(c)4, the Board of Education certifies that as of **October 31, 2019**, 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 Robert Melick, to approve the October 16, 2019 through November 19, 2019 current expense bill list for check numbers 18980 to 19044 totaling \$618,559.07.

Motion carried by unanimous roll call vote

ALPHA BOROUGH PUBLIC SCHOOL BOARD OF EDUCATION
Regular Meeting Minutes-November 19, 2019 at 7:00 p.m.
Approved December 17, 2019

VIII. PUBLIC INPUT

Tammy McGee said that the Eagle Scout was preparing to move forward with the project that was proposed to the Board. He would be in touch with Bob Plimpton to discuss potential start dates.

Mrs. McGee stated that the PTO was working on fundraisers with the hope of raising \$50,000 for a new playground.

IX. STUDENT REPRESENTATIVE REPORT

None

X. CHIEF SCHOOL ADMINISTRATOR'S REPORT

Mr. Cohen told the Board that he attended a Superintendent workshop on budgets today and found it informative.

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 Patrick Smith, seconded by Travis Conway, to approve the following board affairs agenda items **1.1** through **1.3**.

Motion carried by unanimous roll call vote.

1.1 To approve the attendance of Madison and Kayla Gurski at the Alpha School for the remainder of the 2019-20 school year.

1.2 To approve the Strategic Plan 3D strategic planning model at a cost of \$4,000.

1.3 To approve the HIB self-assessment.

Consent Agenda Motion: BUSINESS AFFAIRS

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

Motion carried by unanimous roll call vote.

2.1 To accept the Comprehensive Annual Financial Report (CAFR) and Auditor's Management Report on Administrative Findings for the Year Ending June 30, 2019 and order that a copy be filed in the business office and with the New Jersey Department of Education.

ALPHA BOROUGH PUBLIC SCHOOL BOARD OF EDUCATION
Regular Meeting Minutes-November 19, 2019 at 7:00 p.m.
Approved December 17, 2019

2.2 To acknowledge that there were no audit recommendations under the following headings and to approve the corrective action plan.

Audit for Year Ending June 30, 2019

Schedule of findings of Non-Compliance None

Summary of Recommendations

1. Administrative Practices and Procedures	None
2. Financial Accounting and Reporting	None
3. School Purchasing Programs	None
4. School Food Service	None
5. Student Body Activities	None
6. Applications for State School Aid	None
7. Pupil Transportation	None
8. Facilities and Capital Assets	None
9. Miscellaneous	None
10. Follow-up on prior year findings	None

Consent Agenda Motion: PERSONNEL AFFAIRS

Motion made by Travis Conway, seconded by Robert Melick, to approve the following personnel affairs agenda items **3.1** through **3.6**.

Motion carried by unanimous roll call vote.

- 3.1** To accept Nancy Semanick’s notice of retirement effective December 31, 2019.
- 3.2** To approve Julie Clearly to perform 60 hours of classroom observation beginning on November 12, 2019.
- 3.3** To approve Richard Hailey as the district’s attendance officer for the 2019-20 school year at a cost of \$2,000.
- 3.4** To approve Elyse Linfante as a substitute teacher from 11/2/19 to 12/20/19 at a rate of \$100/day.
- 3.5** To hire Elyse Linfante as a teacher for the 2019-20 school year, beginning on January 3rd, at an annual salary of \$49,285, Step E, BA, prorated for time worked.
- 3.6** To approve Emily Petras as a substitute teacher for the 2019-20 school year.

Consent Agenda Motion: SCHOOL AFFAIRS

Motion made by Patrick Smith, seconded by Robert Melick, to approve the following school affairs agenda items **4.1** through **4.4**.

Motion carried by unanimous roll call vote.

- 4.1** To approve a tuition contract with the Phillipsburg Board of Education in which the Alpha School receives one regular education student at no cost to Phillipsburg.

ALPHA BOROUGH PUBLIC SCHOOL BOARD OF EDUCATION
Regular Meeting Minutes-November 19, 2019 at 7:00 p.m.
Approved December 17, 2019

- 4.2 To approve a tuition contract with the Phillipsburg Board of Education in which the Alpha School sends on regular education student at no cost to Alpha.
- 4.3 To approve the placement of the identified student in the Phillipsburg School District's multiple disabilities class for the 2019-20 school year at an annual tuition cost of \$24,568 along with an additional charge of \$31,000 for a personal aide for a total of \$55,568.
- 4.4 To approve the 2019-20 field trips as presented

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 7:19 p.m. This executive session is expected to last about 15 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 Robert Melick, to reconvene the meeting to public session at 7:32 p.m.

Motion carried by unanimous voice vote

ALPHA BOROUGH PUBLIC SCHOOL BOARD OF EDUCATION
Regular Meeting Minutes-November 19, 2019 at 7:00 p.m.
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XV. ADJOURNMENT

There being no further business to come before the Board, the meeting was adjourned at 7:33 p.m. on a motion by Robert Melick, seconded by Travis Conway.

Motion carried by unanimous voice vote.

Respectfully submitted,

Tim Mantz
Business Administrator/ Board Secretary