

ALPHA BOROUGH PUBLIC SCHOOL BOARD OF EDUCATION

Regular Meeting Minutes – March 17, 2020 at 7:00 p.m.
Approved April 28, 2020

I. INTRODUCTORY ITEMS

CALL TO ORDER:

President, Jennifer Pettinelli called the meeting to order at 7:04 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
Louis Cartabona
Christopher McGee
Patrick Smith

Absent

Vice-President, Robert Melick
Travis Conway
Loretta Reed

Others Present

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

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.

II. PRESENTATION

None

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III. APPROVAL OF BOARD MINUTES

Motion made by _____, seconded by _____, to approve the minutes of the February 18, 2020 regular meeting.

Motion tabled until the April meeting.

Motion made by _____, seconded by _____, to approve the minutes of the February 18, 2020 executive session.

Motion tabled until the April meeting.

IV. COMMUNICATIONS TO THE BOARD

Seth Cohen said that Tom Olah had submitted his letter of retirement effective August 1st. The letter would be on the April agenda.

V. OLD BUSINESS

None

VI. MONTHLY REPORTS OF BOARD SECRETARY AND TREASURER

Motion made by Patrick Smith, seconded by Christopher McGee, 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 **February 2020** and further that, in compliance with NJAC 6A:23A-16.10(c)4, the Board of Education certifies that as of **February 29, 2020**, 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 Louis Cartabona, to approve the February 19, 2020 through March 17, 2020 current expense bill list for check numbers 19185 to 19217 totaling \$556,291.89.

Motion carried by unanimous roll call vote.

Motion made by Patrick Smith, seconded by Louis Cartabona, to approve budget transfers in the amount of \$25,500 as presented for the period February 19, 2020 through March 17, 2020 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.

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Motion carried by unanimous roll call vote.

VIII. PUBLIC INPUT

None

IX. STUDENT REPRESENTATIVE REPORT

None

X. CHIEF SCHOOL ADMINISTRATOR'S REPORT

Mr. Cohen said that the school is making breakfast and lunch available for free and reduced eligible students.

Mr. Cohen told the Board that the days in which the school is shut down count towards the state mandated 180 school days per year as students are continuing to be educated remotely. Packets with ten days of work went home with the students this past Friday. Teachers have access to the building from 8:00 am to 3:00 pm and have been in to prepare additional work, which will be distributed on Friday, should the closure stretch further than ten days. Guidance from the NJDOE has been constantly changing and the administration is doing the best it can to be flexible in order to adjust to new protocol.

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 Louis Cartabona, to approve the following board affairs agenda item **1.1**.

Motion carried by unanimous roll call vote.

1.1 To approve the first reading of the following policies and regulations:

- Policy 0152: Board Officers
- Policy & Regulation 1581: Domestic Violence
- Policy 2422: Health and Physical Education
- Policy 3421.13: Postnatal Accommodations
- Policy 4421.13: Postnatal Accommodations
- Policy & Regulation 5330: Administration of Medication
- Policy 7243: Supervision of Construction
- Policy 8210: School Year
- Policy & Regulation 8220: School Day/School Closings
- Policy 8462: Reporting Potentially Missing or Abused Children

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Consent Agenda Motion: BUSINESS AFFAIRS

Motion made by Louis Cartabona, seconded by Christopher McGee, 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 tentative 2020-21 school district budget:

BE IT RESOLVED that the tentative budget be approved for the 2020-2021 School Year using the 2020-2021 state aid figures and the Secretary to the Board of Education be authorized to submit the following tentative budget to the Executive County Superintendent of Schools for approval in accordance with the statutory deadline:

	Budget	Local Tax Levy
General Fund	\$6,122,023	\$3,613,714
Special Revenue Fund	119,376	
Total Base Budget	\$6,241,399	\$3,613,714

BE IT FURTHER RESOLVED, that a public hearing be held on April 28, 2020 at the Alpha School for the purpose of conducting a public hearing on the budget for the 2020-2021 School Year.

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

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.

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Consent Agenda Motion: PERSONNEL AFFAIRS

Motion made by Patrick Smith, seconded by Christopher McGee, to approve the following personnel affairs agenda items **3.1** through **3.2**.

Motion carried by unanimous roll call vote.

3.1 To approve Nicholas Favino as a substitute custodian for the 2019-20 school year.

3.2 To hire Michael O’Krepka as a full time aide for the 2019-20 school year, beginning on February 24th, at an annual salary of \$14,487, prorated for time worked.

Consent Agenda Motion: SCHOOL AFFAIRS

Motion made by Patrick Smith, seconded by Christopher McGee, to approve the following school affairs agenda item **4.1**.

Motion carried by unanimous roll call vote.

4.1 To approve the placement of the identified student in the Phillipsburg School District’s behavioral disabilities program for the 2019-20 school year, beginning on January 31, 2020, at an annual tuition of \$32,222, prorated for time in attendance, and a personal aide cost of \$31,000, prorated for time in attendance.

XI. NEW BUSINESS

Mr. Cohen told the Board that all employees are being paid as normal during the closure.

XII. PUBLIC INPUT

None

XIII. ADJOURNMENT

There being no further business to come before the Board, the meeting was adjourned at 7:22 p.m. on a motion by Patrick Smith, seconded by Christopher McGee.

Motion carried by unanimous voice vote.

Respectfully submitted,

Tim Mantz
Business Administrator/ Board Secretary