

ALPHA BOROUGH PUBLIC SCHOOL BOARD OF EDUCATION

Regular Meeting Minutes – November 17, 2020 at 7:00 p.m.
Approved December 15, 2020

I. INTRODUCTORY ITEMS

CALL TO ORDER:

President, Jennifer Pettinelli called the meeting to order at 7:01 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

Louis Cartabona arrived at 7:28 p.m.
Loretta Reed arrived at 7 :33 p.m.

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-November 17, 2020 at 7:00 p.m.
Approved December 15, 2020

II. PRESENTATION

Mr. Cohen recognized the Honor Roll award recipients.

A presentation was made regarding COVID screening and contact tracing in high risk counties. Mr. Cohen said that the number of cases in Warren County is pushing the county towards the high risk level. Should this happen, all schools in the County will be required to go completely remote. Laura Griffiths, the school nurse, discussed the enhanced screening, contact tracing and quarantine protocols effective due to the County inching close to the high risk level.

III. APPROVAL OF BOARD MINUTES

Motion made by Travis Conway, seconded by Christopher McGee, to approve the minutes of the October 20, 2020 regular meeting.

Motion carried by unanimous voice vote.

Motion made by Travis Conway, seconded by Christopher McGee, to approve the minutes of the November 3, 2020 work session.

Motion carried by unanimous voice vote

Motion made by Travis Conway, seconded by Christopher McGee, to approve the minutes of the November 3, 2020 executive session.

Motion carried by unanimous voice vote.

IV. COMMUNICATIONS TO THE BOARD

None

V. OLD BUSINESS

None

VI. MONTHLY REPORTS OF BOARD SECRETARY AND TREASURER

Motion made by Travis Conway, 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 **October 2020** and further that, in compliance with NJAC 6A:23A-16.10(c)4, the Board of Education certifies that as of **October 31, 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.

ALPHA BOROUGH PUBLIC SCHOOL BOARD OF EDUCATION
Regular Meeting Minutes-November 17, 2020 at 7:00 p.m.
Approved December 15, 2020

VII. APPROVAL OF TRANSFERS/LIST OF BILLS

Motion made by Travis Conway, seconded by Christopher McGee, to approve the October 21, 2020 through November 17, 2020 current expense bill list for check numbers 19502 to 19546 totaling \$627,300.77.

Motion carried by unanimous roll call vote.

Motion made by Travis Conway, seconded by Christopher McGee, to approve budget transfers in the amount of \$1,036.40 as presented for the period October 21, 2020 through November 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.

Motion carried by unanimous roll call vote.

VIII. PUBLIC INPUT

None

IX. CHIEF SCHOOL ADMINISTRATOR'S REPORT

Mr. Cohen thanked Laura Griffiths and Lori Walker for their efforts regarding contact tracing and commented that the teachers and students were doing a great job throughout this difficult.

Mr. Cohen told the Board that the Phillipsburg School District will go fully remote into January.

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 Christopher McGee, seconded by Robert Melick, to approve the following board affairs agenda items **1.1** through **1.5**.

Motion carried by unanimous roll call vote.

1.1 To approve the "Strategic Planning 3D Model 'Dream, Determination, and Destiny By Design'" contract agreement between the Alpha Board of Education and New Jersey School Boards Association in the amount of \$4,000 as presented.

1.2 To approve the second reading and adoption of the following policies and regulations:

- Policy 1620: Administrative Employment Contracts
- Policy 19418: Restart and Recovery Plan

ALPHA BOROUGH PUBLIC SCHOOL BOARD OF EDUCATION
Regular Meeting Minutes-November 17, 2020 at 7:00 p.m.
Approved December 15, 2020

- Policy 1648.03: Restart and Recovery Plan – Full Time Remote Option
- Policy 2431: Athletic Competition
- Regulation 2431.1: Emergency Procedures for Sports and Other Athletic
- Policy 2451: Adult High School
- Policy 2464: Gifted & Talented Students
- Policy & Regulation 5330.05: Seizure Action Plan
- Policy 6440: Cooperative Purchasing
- Policy & Regulation 6470.01: Electronic Funds Transfer and Claimant Certification
- Policy & Regulation 7440: School District Security
- Policy 7450: Property Inventory
- Policy & Regulation 7510: Use of School Facilities
- Policy 8420: Emergency and Crisis Situations
- Policy 8561: Procurement Procedures for School Nutrition Programs

1.3 To approve the 2020-21 Nursing Services Plan.

1.4 To approve the 2020-21 Health & Safety Evaluation of School Buildings Checklist.

1.5 To approve the QSAC DPR's.

Consent Agenda Motion: PERSONNEL AFFAIRS

Motion made by Christopher McGee, seconded by Robert Melick, to approve the following personnel affairs agenda items **3.1** through **3.9**.

Motion carried by roll call vote. All members voting in the affirmative with Travis Conway abstaining from motion 3.6.

3.1 To approve Jenna Lamas' letter of resignation effective December 25th.

3.2 To approve Sarah Payne as the teaching mentor for Dawn Melise and Samantha Davis.

3.3 To approve Samantha Davis, Kristine McGrath, Dawn Melise, Sarah Payne and Jennifer Truby to be Jumpstart Instructors for the 2020-21 school year to be paid at the contractual hourly rate.

3.4 To approve the following stipend positions to be paid at the contractual amount:

ESL Coordinator	Pam Cutarelli
8 th Grade Advisor (split)	Diane Laustsen
	Megan Mason
Drama Club (split)	Diane Laustsen
	Patricia Cote
Dance Club	Diane Laustsen
Safety Patrol	Diane Laustsen
Test Coordinator	Sarah Payne
Yearbook (split)	Kristi Horan
	Renee Smith

3.5 To approve the Chief School Administrator's merit goals for the 2020-21 school year as presented.

3.6 To approve David Engle as a substitute custodian for the 2020-21 school year.

ALPHA BOROUGH PUBLIC SCHOOL BOARD OF EDUCATION
Regular Meeting Minutes-November 17, 2020 at 7:00 p.m.
Approved December 15, 2020

- 3.7 To approve the Lead Custodian job description as presented.
- 3.8 To hire Reinhard E. Sorge as Lead Custodian for the 2020-21 school year, beginning on or before 1/15/21, at an annual salary of \$57,000 prorated for time worked.
- 3.9 To hire Robert Plimpton as the “Certified Educational Facilities Manager” for the 2020-21 school year, beginning on 1/1/21, at a rate of \$20/hr not to exceed 8 hours a week.

Consent Agenda Motion: SCHOOL AFFAIRS

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

Motion carried by unanimous roll call vote.

- 4.1 To approve completion of the bus evacuation drill on October 27, 2020.
- 4.2 To approve the following fundraiser requests:
 - Class of 2021 to sell poinsettias from 10/14/20 through 11/11/20 to raise money for graduation.
 - Class of 2021 to host a Gertrude Hawk candy bar sale from 10/21/20 through 11/13/20 to raise money for graduation.

X. NEW BUSINESS

None

XI. PUBLIC INPUT

None

XII. EXECUTIVE SESSION

Motion made by Christopher McGee, seconded by Travis Conway, to adopt the following resolution to enter into executive session at 7:27 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 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

ALPHA BOROUGH PUBLIC SCHOOL BOARD OF EDUCATION
Regular Meeting Minutes-November 17, 2020 at 7:00 p.m.
Approved December 15, 2020

- public upon resolution of all information discussed.
3. This Resolution shall take effect immediately.

XIII. RECONVENE

Motion made by Loretta Reed, seconded by Christopher McGee, to reconvene the meeting to public session at 8:11 p.m.

Motion carried by unanimous voice vote

Upon exiting executive session, the following motion was offered:

Motion made by Travis Conway, seconded Christopher McGee, to approve the following resolution:

WHEREAS, a hearing on a student residency matter was held by the Alpha Board of Education; and

WHEREAS, the Board of Education has considered the evidence and arguments presented at that hearing; and

WHEREAS, in order to safeguard the privacy rights of the students and the students' families guaranteed by federal and state law, all such deliberations and discussions are completed in executive session; now therefore

BE IT RESOVLED that the decision of the Alpha Board of Education on the residency matter discussed and adopted in executive session is hereby publicly ratified.

Motion carried by unanimous roll call vote.

XIV. ADJOURNMENT

There being no further business to come before the Board, the meeting was adjourned at 8:13 p.m. on a motion by Christopher McGee, seconded by Loretta Reed.

Motion carried by unanimous voice vote.

Respectfully submitted,

Tim Mantz
Business Administrator/ Board Secretary