

# ALPHA BOROUGH PUBLIC SCHOOL BOARD OF EDUCATION

Regular Meeting Minutes – December 17, 2019 at 6:00 p.m.  
Approved January 21, 2020

## 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  
Travis Conway  
Christopher McGee  
Patrick Smith

#### Absent

Vice-President, Robert Melick  
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.

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**II. PRESENTATION**

Mr. Cohen conducted the public hearing to address and receive public community input on the internet safety policy – policy and regulation 2361

**III. APPROVAL OF BOARD MINUTES**

Motion made by Patrick Smith, seconded by Christopher McGee, to approve the minutes of the November 19, 2019 regular meeting.

Motion carried by unanimous voice vote.

Motion made by Patrick Smith, seconded by Christopher McGee, to approve the minutes of the November 19, 2019 executive session.

Motion carried by unanimous voice vote.

Motion made by Patrick Smith, seconded by Christopher McGee, to approve the minutes of the December 3, 2019 work session.

Motion carried by unanimous voice vote.

**IV. COMMUNICATIONS TO THE BOARD**

None

**V. OLD BUSINESS**

Mr. Cohen told the Board the school was having sound system issues with its wireless microphones and that he hopes to have the issue corrected by the spring concert.

**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 **November 2019** and further that, in compliance with NJAC 6A:23A-16.10(c)4, the Board of Education certifies that as of **November 30, 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.

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**VII. APPROVAL OF TRANSFERS/LIST OF BILLS**

Motion made by Patrick Smith, seconded by Christopher McGee, to approve the November 20, 2019 through December 17, 2019 current expense bill list for check numbers 19045 to 19086 totaling \$541,807.85.

Motion carried by unanimous roll call vote

**VIII. PUBLIC INPUT**

None

**IX. STUDENT REPRESENTATIVE REPORT**

Mr. Cohen read the student report.

**X. CHIEF SCHOOL ADMINISTRATOR'S REPORT**

Mr. Cohen provide the in-school and out of school suspension discipline report for the Board. For the period of September through December, there had been two in-school suspensions and one out of school suspension.

Mr. Cohen told the Board he will be meeting with the attorney to prepare for the upcoming due process hearing.

**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: PERSONNEL AFFAIRS**

Motion made by Patrick Smith, seconded by Christopher McGee, to approve the following personnel affairs agenda items **3.1** through **3.4**.

Motion carried by unanimous roll call vote.

- 3.1** To accept Melissa Guderian's letter of resignation effective January 17, 2020.
- 3.2** To approve a substitute nurse per diem of \$150 effective January 1, 2020.
- 3.3** To hire Jennifer Truby as a teacher for the 2019-20 school year, beginning on January 2<sup>nd</sup>, at an annual salary of \$49,285, Step E, BA, prorated for time worked.
- 3.4** To approve Lauren Romano as a substitute teacher for the 2019-20 school year.

**XI. NEW BUSINESS**

The Board will hold its annual re-organizational meeting on January 7<sup>th</sup> at 7:00 pm.

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**XII. PUBLIC INPUT**

Louis Cartabona introduced himself and said he was looking forward to serving as a Board member beginning in January. He asked if the substitute pay was a flat rate for everyone who subbed in the school. Mr. Cohen said that it was a standard daily rate that increased for anyone who had subbed more than 20 days in a single school year.

**XIII. EXECUTIVE SESSION**

Motion made by Christopher McGee, seconded by Patrick Smith, to adopt the following resolution to enter into executive session at 6:18 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 Christopher McGee, to reconvene the meeting to public session at 6:25 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 6:26 p.m. on a motion by Christopher McGee, seconded by Patrick Smith.

Motion carried by unanimous voice vote.

Respectfully submitted,

Tim Mantz  
Business Administrator/ Board Secretary