

**ALPHA BOROUGH PUBLIC SCHOOL BOARD OF  
EDUCATION**

**Regular Meeting Minutes – June 16, 2020 at 7:00 p.m.  
Approved July 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  
Vice-President, Robert Melick  
Louis Cartabona  
Travis Conway  
Christopher McGee  
Loretta Reed  
Patrick Smith

Absent

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**

None

**III. APPROVAL OF BOARD MINUTES**

Motion made by Christopher McGee, seconded by Robert Melick, to approve the minutes of the May 19, 2020 regular meeting.

Motion carried by unanimous voice vote.

Motion made by Christopher McGee, seconded by Travis Conway, to approve the minutes of the June 2, 2020 work 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 Christopher McGee, 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 **May 2020** and further that, in compliance with NJAC 6A:23A-16.10(c)4, the Board of Education certifies that as of **May 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.

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

Motion made by Patrick Smith, seconded by Christopher McGee, to approve the May 20, 2020 through June 16, 2020 current expense bill list for check numbers 19286 to 19310 totaling \$644,689.06

Motion carried by unanimous roll call vote.

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Motion made by Patrick Smith, seconded by Christopher McGee, to approve budget transfers in the amount of \$18,727.84 as presented for the period May 20, 2020 through June 16, 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 reported that report cards were handed out with only one reported issue of a parent claiming it was not received.

Mr. Cohen said that the State would be providing guidance this week or next on how to reopen the school year in September. He will disseminate the information to the Board when it is received.

Mr. Cohen told the Board that the promotion ceremony would be moved to the field at the Alpha School. He is looking to secure bleachers for the event.

Mr. Cohen thanked the office staff, Bob Plimpton and Lori Walker for all of their hard work towards putting together the promotion ceremony.

**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 Christopher McGee, to approve the following board affairs agenda item **1.1**.

Motion carried by unanimous roll call vote.

**1.1** To approve the submission and acceptance of the application for “Individuals with Disabilities Education Act” (IDEA) fiscal year 2021 in the following amounts:

Basic:	\$69,926
Preschool:	\$ 1,758
Total Allocation:	\$71,684

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**Consent Agenda Motion: BUSINESS AFFAIRS**

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

Motion carried by unanimous roll call vote.

- 2.1** To approve the Chief School Administrator and the Business Administrator to issue checks and make budget transfers necessary to close out the 2019-20 school year.
- 2.2** To authorize the Business Administrator to close the petty cash account as of June 30, 2020 and reopen the 2020-21 petty cash account in the amount of \$200 as of July 1, 2020.

**Consent Agenda Motion: PERSONNEL AFFAIRS**

Motion made by Robert Melick, seconded by Loretta Reed, to approve the following personnel affairs agenda items **3.1** through **3.8**.

Motion carried by roll call vote. All members voting in the affirmative except for Louis Cartabona who voted in the negative for 3.1 and abstained from 3.3 and Robert Melick who voted in the negative for 3.1.

- 3.1** To offer employment to the listed Support Staff for the 2020-2021 school year:

<u>Clerical</u>	<u>Job Title</u>	<u>Months</u>	<u>Salary</u>
Yale, Melissa	Executive Secretary	12	\$45,900
Olah, Lynn	School Secretary	12	\$34,680
 <u>Treasurer</u>			
Rossetti, Lorraine	Treasurer		\$4,951
 <u>Operations</u>			
Plimpton, Robert	Head Custodian	12	\$61,200
Olah, Thomas	Custodian	12	\$50,691
Rissmiller, Charles	Part-Time Custodian	10	\$15.47/hour
 <u>Aides</u>			
Brotzman, Bernard	PT Aide	10	TBD
Hunter, Delia	PT Aide	10	TBD
Lawson, Susan	PT Aide	10	TBD
McGuinness, Judy	FT Aide	10	TBD
O’Krepka, Michael	PT Aide	10	TBD
Pecchia, Melissa	PT Aide	10	TBD
Petras, Susan	PT Aide	10	TBD
Scheier, Devon	PT Aide	10	TBD
Von Unctrup, Katherine	PT Aide	10	TBD
Welch, Kelly	PT Aide	10	TBD

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- 3.2** To approve Kristi Horan to work four hours a day, four days a week for four weeks from July 13<sup>th</sup> through July 30<sup>th</sup>, to be paid at the contractual rate, to conduct the 2020 extended school year program.
- 3.3** To hire Lori Walker as the Assistant Principal/Supervisor of Instruction for the 2020-21 school year at a salary of \$83,232.
- 3.4** To approve summer hours for Lori Walker from August 3<sup>rd</sup> through the 6<sup>th</sup>, August 17<sup>th</sup> through the 24<sup>th</sup> as well as one additional day to be determined to be paid at an hourly rate of \$52.02.
- 3.5** To approve Sarah Payne to work up to 40 summer hours, paid at the contractual rate, to perform technological maintenance and upgrades.
- 3.6** To approve the following staff to work the Promotion Ceremony on July 8<sup>th</sup> to be paid at their contractual hourly rate:
- Kimberly Gilles
  - Robert Miller
  - Kim Weiss
  - Stephanie Flynn
  - Kelsey VanHorn
  - Patricia Cote
  - Pam Cutarelli
  - Jenna Lamas
  - Brittany Nailos
  - Elizabeth Farnsworth
- 3.7** To approve the following staff to be on the Summer Distance Learning Committee for three hours per day for a maximum of four days to be paid at their contractual rate:
- Sarah Payne
  - Ernie Kaminski
  - Kim Weiss
  - Patty Cote
  - Jennifer Truby
  - Stephanie Flynn
  - Stuart Davis
  - Joan Kern
  - Diane Laustsen
  - Elyse Linfante
  - Elizabeth Farnsworth
- 3.8** To approve the following resolution:

RESOLVED, the Board of Education certifies that Seth Cohen, Superintendent of Schools, successfully satisfied the criterion for the qualitative and quantitative merit goals for the 2019-20 school year.

BE IT FURTHER RESOLVED, that the board shall await confirmation of satisfaction of that criterion from the Executive County Superintendent prior to the payment of the merit bonus.

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**Consent Agenda Motion: SCHOOL AFFAIRS**

Motion made by Patrick Smith, seconded by Loretta Reed, to approve the following school affairs agenda items **4.1** through **4.2**.

Motion carried by roll call vote. All members voting in the affirmative with Travis Conway abstaining from 4.2

**4.1** To approve the placement of the identified students in the Warren Glen Academy for the 2020-21 school year at an annual tuition rate of \$56,863.80 per student.

**4.2** To approve the 8<sup>th</sup> grade Promotion Ceremony at the Alpha School on July 8<sup>th</sup> beginning at 7:00 pm.

**X. NEW BUSINESS**

None

**XI. PUBLIC INPUT**

None

**XII. EXECUTIVE SESSION**

Motion made by Loretta Reed, seconded by Christopher McGee, to adopt the following resolution to enter into executive session at 7:17 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 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.

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**XIII. RECONVENE**

Motion made by Travis Conway, seconded by Loretta Reed, to reconvene the meeting to public session at 8:03 p.m.

Motion carried by unanimous voice vote

**XIV. ADJOURNMENT**

There being no further business to come before the Board, the meeting was adjourned at 8:04 p.m. on a motion by Loretta Reed, seconded by Christopher McGee.

Motion carried by unanimous voice vote.

Respectfully submitted,

Tim Mantz  
Business Administrator/ Board Secretary