

**ALPHA BOROUGH PUBLIC SCHOOL BOARD OF
EDUCATION**

**Regular Meeting Minutes – July 21, 2020 at 7:00 p.m.
Approved August 13, 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
Travis Conway
Christopher McGee
Loretta Reed
Patrick Smith

Absent

Louis Cartabona arrived at 7:11 p.m.

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 Robert Melick, seconded by Travis Conway, to approve the minutes of the June 16, 2020 regular meeting.

Motion carried by unanimous voice vote.

Motion made by Robert Melick, seconded by Patrick Smith, to approve the minutes of the June 16, 2020 executive session.

Motion carried by unanimous voice vote

Motion made by Christopher McGee, seconded by Robert Melick, to approve the minutes of the July 7, 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 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 **June 2020** and further that, in compliance with NJAC 6A:23A-16.10(c)4, the Board of Education certifies that as of **June 30, 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 Travis Conway, seconded by Christopher McGee, to approve the June 17, 2020 through June 30, 2020 current expense bill list for check numbers 19311 to 19345 totaling \$131,821.50.

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Motion carried by unanimous roll call vote.

Motion made by Christopher McGee, seconded by Travis Conway, to approve the July 1, 2020 through July 21, 2020 current expense bill list for check numbers 19346 to 19378 totaling \$170,880.61.

Motion carried by unanimous roll call vote.

Motion made by Robert Melick, seconded by Christopher McGee, to approve budget transfers in the amount of \$31,297.79 as presented for the period June 17, 2020 through June 30, 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:22-8.1.1.

Motion carried by unanimous roll call vote.

VIII. PUBLIC INPUT

None

IX. EXECUTIVE SESSION

Motion made by Loretta Reed, seconded by Christopher McGee, to adopt the following resolution to enter into executive session at 7:09 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.

X. RECONVENE

Motion made by Christopher McGee, seconded by Robert Melick, to reconvene the meeting to public session at 7:26 p.m.

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Motion carried by unanimous voice vote

XI. CHIEF SCHOOL ADMINISTRATOR’S REPORT

Mr. Cohen reported that the re-opening committee will meet once the State provides further guidance expected later this week. The re-opening plan and the second reading of the policies on this agenda for first read will be on the agenda for the meeting on the 27th.

Mr. Cohen told the Board that the summer projects are going well.

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 Louis Cartabona, seconded by Christopher McGee, to approve the following board affairs agenda items **1.1** through **1.2**.

Motion carried by unanimous roll call vote.

1.1 To approve the first reading of the following policies:

- Policy 1648: Restart and Recovery Plan
- Policy 1649: Federal Families First Corona Virus (COVID-19) Response Act

1.2 To approve the following resolution:

WHEREAS, The 8th grade students at Alpha School District fundraised as individuals and as a class for their end-of-year activities; and,

WHEREAS, the District Administration does not have the authority to return monies to students, parent(s) and/or Guardian(s) funds that has been donated and/or raised on behalf of a specific student through fundraising; and,

WHEREAS, The COVID-19 Pandemic has required the State of New Jersey to close schools and cancel all activities from March 15th, 2020 through the end of the school year June 4th, 2020, and thus no 8th grader participated in these activities; and

WHEREAS, The Board of Education wants to recognize and honor the effort of the 8th Grade students; and

WHEREAS, The COVID-19 pandemic represents an extraordinary circumstance; now, therefore, be it

RESOLVED, that the Alpha Borough Board of Education will allow school year 2019-2020 students in the 8th grade to:

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- 1) Transfer the individual fundraised money to Phillipsburg High School Store to be used as a credit for educational purposes.
- 2) Transfer the individual fundraised money to Warren Technical High School store to be used as a credit for educational purposes.
- 3) Use the individual fundraised money to pay tuition at Bethlehem Catholic High School or any other private high school that does not have a school store.
- 4) Transfer his or her individual fundraised balance to a younger sibling at Alpha School to be used for future 8th grade end-of-year activities; and
Further be it;

RESOLVED; The Alpha Board of Education mandates that all remaining 2019-2020 monies that was raised through group fundraising activities and dispersed evenly amongst the students be;

- 1) Used to cover the cost of 8th grade gifts given at promotion exercises July, 9th 2020, and,
- 2) Used for a purpose that benefits the Alpha School as determined by the 8th grade class advisors.

Consent Agenda Motion: BUSINESS AFFAIRS

Motion made by Louis Cartabona, seconded by Robert Melick, to approve the following business affairs agenda items **2.1** through **2.4**.

Motion carried by unanimous roll call vote.

- 2.1** To approve a student breakfast price of \$1.25 for the 2020-21 school year.
- 2.2** To approve a student lunch price of \$3.00 and milk price of \$0.50 for the 2020-21 school year.
- 2.3** To approve the following resolution:

WHEREAS, the **Alpha Borough Board of Education**, hereafter referred to as "**Educational Facility**" is a member of the School Alliance Insurance Fund, hereinafter referred to as "**Fund**"; and

WHEREAS, said renewal membership terminates as of July 1, 2020 at 12:01 a.m. standard time, unless earlier renewed by agreement between the **Educational Facility** and the **Fund**; and

WHEREAS, the **Educational Facility** is afforded the following types of coverages:

- Workers' Compensation
- Supplemental Indemnity - Workers' Compensation
- Package - Property, Boiler & Machinery, General and Auto Liability, Environmental Impairment Liability
- Excess Liability (AL/GL)
- School Leaders Professional Liability
- Excess Liability (SLPL)
- Foreign Travel Liability
- Student Accident

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Security Guard Liability

WHEREAS, the **Educational Facility** desires to renew said membership;

NOW THEREFORE, BE IT RESOLVED as follows:

1. The **Educational Facility** agrees to renew its membership in the **Fund** for a period of three years beginning July 1, 2020, and ending July 1, 2023 at 12:01 a.m. eastern standard time, and to be subject to the coverages, operating procedures, bylaws, and other organizational and operational documents of the **Fund** presently existing or as from time to time amended by the **Fund** and/or the Department of Banking and Insurance.
2. The **Educational Facility's** Business Official, Tim Mantz, is hereby appointed as the **Educational Facility's** Fund Commissioner and is authorized to execute the renewal Indemnity and Trust Agreement thereby evidencing annexed hereto and made a part hereof and to deliver same to the **Fund** the **Educational Facility's** renewal of its membership.

2.4 To approve the following resolution:

THIS AGREEMENT, made this 21st day of July, 2020, in the County of **Warren**, State of New Jersey, by and between the School Alliance Insurance Fund, hereinafter referred to as "**Fund**", and the Governing Body of the **Alpha Borough Board of Education**, hereinafter referred to as "**Educational Facility**";

WHEREAS, the **Fund** seeks to provide its members with insurance coverage;

WHEREAS, two or more educational facilities have collectively formed a joint insurance fund as is authorized and described in N.J.S.A. 18A:18B-1 *et. seq.* and the regulations promulgated pursuant thereto; and

WHEREAS, the **Educational Facility** is currently a member of said **Fund**; and

WHEREAS, the **Educational Facility** has resolved to renew said membership;

NOW, THEREFORE, it is agreed as follows:

1. The **Educational Facility** hereby renews its membership in the **Fund** for a three (3) year period, beginning July 1, 2020, and ending July 1, 2023 at 12:01 a.m. eastern standard time.
2. The **Educational Facility** agrees to participate in the **Fund** with respect to the types of insurance stated in the Renewal of Membership Resolution.
3. The **Educational Facility** hereby ratifies and reaffirms the bylaws and other organizational and operational documents of the **Fund** and as from time to time amended by the **Fund** and/or

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Department of Banking and Insurance in accordance with the applicable statutes and regulations as if each and every one of said documents were re-executed contemporaneously herewith.

4. The **Educational Facility** agrees to be a participating member of the **Fund** for the period herein provided for and to comply with all of the rules and regulations and obligations associated with said membership.

5. In consideration of renewal of membership in the **Fund**, the **Educational Facility** agrees that for those types of insurance in which it participates, the **Educational Facility** shall jointly and severally assume and discharge the liability of each and every member of the **Fund** all of whom, as a condition of membership in the **Fund**, shall execute a verbatim counterpart to this Agreement. By execution hereof the full faith and credit of the **Educational Facility** is pledged to the punctual payment of any sums which shall become due to the **Fund** in accordance with the bylaws thereof, this Agreement or any applicable statute or regulation.

Consent Agenda Motion: PERSONNEL AFFAIRS

Motion made by Louis Cartabona, seconded by Robert Melick, to approve the following personnel affairs agenda items **3.1** through **3.5**.

Motion carried by unanimous roll call vote.

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

<u>Aides</u>			
Brotzman, Bernard	PT Aide	10	\$14,500
Hunter, Delia	PT Aide	10	\$16,009
Lawson, Susan	PT Aide	10	\$14,500
McGuinness, Judy	FT Aide	10	\$24,518
O’Krepka, Michael	PT Aide	10	\$14,790
Pecchia, Melissa	PT Aide	10	\$14,500
Petras, Susan	PT Aide	10	\$17,329
Scheier, Devon	PT Aide	10	\$14,500
Von Unctrup, Katherine	PT Aide	10	\$14,500
Welch, Kelly	PT Aide	10	\$14,500

- 3.2** To approve an hourly rate of \$14.25 for aides that are asked to work beyond their normal contract hours.
- 3.3** To approve Zachary Vegh as a substitute custodian for the 2020-21 school year, beginning on July 15th, at an hourly rate of \$12.75.
- 3.4** To hire Zachary Vegh as the night time custodian for the 2020-21 school year, beginning on August 3rd, at an annual salary of \$37,500.
- 3.5** To approve a horizontal guide move for Patricia Cote from Step H, BA+30 to Step H, MA resulting from the completion of the appropriate course work.

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Consent Agenda Motion: SCHOOL AFFAIRS

Motion made by Louis Cartabona, seconded by Robert Melick, to approve the following school affairs agenda item **4.1**.

Motion carried by roll call vote. All members voting in the affirmative with Christopher McGee and Patrick Smith abstaining.

4.1 To approve the placement of the identified student in the New Road School of Somerset for the 2020-21 school year at an annual tuition rate of \$55,663.20.

XII. NEW BUSINESS

None

XIII. PUBLIC INPUT

None

XIV. ADJOURNMENT

There being no further business to come before the Board, the meeting was adjourned at 7:35 p.m. on a motion by Robert Melick, seconded by Loretta Reed.

Motion carried by unanimous voice vote.

Respectfully submitted,

Tim Mantz
Business Administrator/ Board Secretary