

Alpha Borough Public School Board of Education

REGULAR SCHOOL BOARD MEETING

May 18, 2021 7:00 p.m.

Agenda

I. CALL TO ORDER

II. OPENING STATEMENTS

A. Reading of the Notice of Public Meeting-

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.

B. Roll Call

Travis Conway _____
Christopher McGee _____
Jennifer Pettinelli _____
Loretta Reed _____
Patrick Smith _____

C. Flag Salute – Pledge of Allegiance

D. Silent Meditation

E. 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.

III. PRESENTATION

- Strategic Plan presentation

IV. REORGANIZATION

RULES FOR BOARD GOVERNANCE

Motion made by _____, seconded by _____, to adopt the following as they apply to the rules for board governance, for the ensuing school year 2021-2022:

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Existing policies/regulations and revisions thereto, and existing by-laws and amendments thereto.

Continuing contracts and agreements

Services of a Child Study Team: LDT/C, School Social Worker, and School Psychologist.

Section 504 grievance procedures.

District Curriculum Guides and Textbooks.

ROLL CALL VOTE

Conway	_____	Smith	_____
McGee	_____	Pettinelli	_____
Reed	_____		

BOARD APPOINTMENTS

Motion made by _____, seconded by _____, to approve the following appointments for the 2021-2022 school year.

Board Secretary	Tim Mantz
School Treasurer	Lorraine Rossetti
Auditor	Ardito & Co., LLP.;
Board Attorney-General Counsel	Robert Merryman, Esq.;
	Apruzzese, McDermott, Mastro & Murphy
School Medical Officer	Dr. Gerard Delmonico;
	Village Medical
Insurance Agency of Record- Commercial & Liability Insurance	Brown & Brown of NJ
Insurance Agency of Record- Employee Dental Benefits	Integrity Consulting Group
Student Insurance Carrier	Bollinger Insurance, Inc.
ADA Coordinator	Tim Mantz
Custodian of Public Records	Tim Mantz
Investment Officer	Tim Mantz
District Testing Coordinator	Seth Cohen
Public Agency Compliance Officer	Seth Cohen

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Attendance Officer
Right to Know Compliance Officer
Asbestos Management
Architect

Seth Cohen
Ed Sorge
R.K. Environmental
Parette Somjen Architects

ROLL CALL VOTE

Conway _____ Smith _____
McGee _____ Pettinelli _____
Reed _____

PERMITTED PUPIL RECORDS

Motion made by _____, seconded by _____, to approve the collection of mandated and permitted pupil records in order to promote the educational welfare of the pupil, pursuant to NJAC 6:3-6.3.

ROLL CALL VOTE

Conway _____ Smith _____
McGee _____ Pettinelli _____
Reed _____

OFFICIAL NEWSPAPERS

Motion made by _____, seconded by _____, to designate The Express-Times as the official publication for the Alpha School District and The Star-Ledger as the official alternate newspaper in the 2021-2022 school year.

ROLL CALL VOTE

Conway _____ Smith _____
McGee _____ Pettinelli _____
Reed _____

AUTHORIZATION OF FUNDS TRANSFERS

Motion made by _____, seconded by _____, to authorize the Board Secretary/School Business Administrator, and in his absence the Chief School Administrator, to transfer funds from the General Account to the Cafeteria, Payroll Salary, and Payroll Agency accounts, as needed, in the 2021-2022 school year.

ROLL CALL VOTE

Conway _____ Smith _____
McGee _____ Pettinelli _____
Reed _____

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FINANCIAL DEPOSITORY AND CHECK SIGNATURES

Motion made by _____, seconded by _____, to designate PNC Bank as the official depository for school funds, in the 2021-2022 school year.

ROLL CALL VOTE

Conway _____	Smith _____
McGee _____	Pettinelli _____
Reed _____	

Motion made by _____, seconded by _____, to approve the following check signatories:

<u>Account</u>	<u># of Signatures</u>	<u>Authorized Signatures</u>
General	3	Board President or Vice President; Board Secretary & Treasurer
Payroll Salary	1	Treasurer
Payroll Agency	1	Treasurer
Cafeteria	2	Board Secretary and Treasurer
Student Activities	2	Chief School Administrator or Principal and School Secretary

ROLL CALL VOTE

Conway _____	Smith _____
McGee _____	Pettinelli _____
Reed _____	

PETTY CASH FUNDS

Motion made by _____, seconded by _____, to establish the petty cash fund for the 2021-2022 school year, in the amount of \$200; to set the maximum expenditure that may be made from the funds at \$25, and, amounts in excess of \$25 must be approved by the Chief School Administrator or the Board Secretary/School Business Administrator; to designate the Executive Secretary, responsible for the proper disposition of the fund; to establish the minimum time period of three (3) months in which the designated person shall report to the Alpha Board of Education the amounts disbursed from the fund, pursuant to NJAC 6A:23-2.9; and, to authorize the Board Secretary/School Business Administrator to replenish the petty cash fund if the amount falls below \$50 between board meetings.

ROLL CALL VOTE

Conway _____	Smith _____
McGee _____	Pettinelli _____
Reed _____	

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ADOPTION OF 2021-2022 SCHOOL BUDGET

Motion made by _____, seconded by _____, to adopt the 2021-2022 school budget, in the amount of \$6,402,351, local levy in the amount of \$3,885,988, approved by the Alpha Board of Education, on May 4, 2021; and, to empower the Chief School Administrator and Board Secretary/School Business Administrator to implement the 2021-2022 school budget pursuant to the policies and regulations of the Alpha Board of Education and the State Department of Education.

ROLL CALL VOTE

Conway	_____	Smith	_____
McGee	_____	Pettinelli	_____
Reed	_____		

REQUISITION OF TAXES (2021-2022 Local Levy)

Motion made by _____, seconded by _____, to authorize the Board Secretary to request from the Borough of Alpha the 2021-2022 certified school taxes, in the amount of \$3,885,988, to be paid to the Alpha Board of Education, pursuant to NJSA 54:4-75, as follows:

August 2, 2021	\$777,197.60
September 1, 2021	388,598.80
October 1, 2021	388,598.80
November 1, 2021	388,598.80
January 3, 2022	388,598.80
February 1, 2022	388,598.80
March 1, 2022	388,598.80
April 1, 2022	388,598.80
May 2, 2022	<u>388,598.80</u>
	\$3,885,988.00

ROLL CALL VOTE

Conway	_____	Smith	_____
McGee	_____	Pettinelli	_____
Reed	_____		

V. APPROVAL OF BOARD MINUTES

Motion made by _____, seconded by _____, to approve the minutes of the May 4, 2021 regular meeting.

VOICE VOTE

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Motion made by _____, seconded by _____, to approve the minutes of the May 4, 2021 executive session.

VOICE VOTE

VI. COMMUNICATIONS TO THE BOARD/PRESENTATIONS

VII. OLD BUSINESS

VIII. MONTHLY REPORTS OF BOARD SECRETARY AND TREASURER

Motion made by _____, seconded by _____, 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 **April 2021** and further that, in compliance with NJAC 6A:23-2.11(c)4, the Board of Education certifies that as of **April 30, 2021**, 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:23-2.11(b) and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.

ROLL CALL VOTE

Conway	_____	Smith	_____
McGee	_____	Pettinelli	_____
Reed	_____		

IX. APPROVAL OF TRANSFERS/LIST OF BILLS

Motion made by _____, seconded by _____, to approve the May 5, 2021 through May 18, 2021 current expense bill list for check numbers 19761 to 19778 totaling \$360,007.07.

ROLL CALL VOTE

Conway	_____	Smith	_____
McGee	_____	Pettinelli	_____
Reed	_____		

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X. PUBLIC INPUT

Public participation shall be governed by BOE Bylaw 0167 Public Participation in Board Meetings. Public comments are invited on matters pertaining only to the agenda at this time. All participants shall be given three (3) minutes to speak and shall state their name, place of residence, and group affiliation, if appropriate.

The Board uses the public comment period as an opportunity to listen to citizen concerns, but please be aware that not all issues brought to a board meeting will be resolved this evening; rather, the Board will, in appropriate cases, delegate the authority to investigate the matter to the Superintendent or his designee.

Please let the record reflect that the BOE does not endorse your comments nor will the BOE be held liable for comments you make about a staff member, or other person, which the staff member, or other person, may consider defamatory and/or libelous, as that individual retains all rights to pursue any legal remedies against you.

XI. CHIEF SCHOOL ADMINISTRATOR’S REPORT

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 _____, seconded by _____, to approve the following board affairs agenda items **1.1** through **1.2**.

- 1.1** To submit the 2020 School Security Grant with in the amount of \$20,000 to support Alyssa’s Law compliance.
- 1.2** To approve the settlement agreement in the matter of P.V. vs Alpha BOE.

ROLL CALL VOTE

Conway	_____	Smith	_____
McGee	_____	Pettinelli	_____
Reed	_____		

Consent Agenda Motion: BUSINESS AFFAIRS

Motion made by _____, seconded by _____, to approve the following business affairs agenda items **2.1** through **2.5**.

- 2.1** To approve the Interlocal Services Agreement with the Pohatcong Township Board of Education for contracted School Business Administration Services for the 2021-22 school year at a fee of \$65,000.
- 2.2** To approve SennSysCo LLC to provide IT services for the 2021-22 school year at an hourly rate of \$70.

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- 2.3** To approve a withdrawal from the emergency reserve account in the amount of \$95,000 for the purpose of installing a complete fire alarm system.
- 2.4** To approve a contract with the Cooper Technology Group to perform the emergency service of installing a complete fire alarm system in the amount of \$115,000.
- 2.5** To approve an agreement with Maschio’s Food Service, Inc. to provide operation and management of the district’s food service program for the 2021-22 school year for a management fee of \$8,033.05 and a breakeven, no-cost guarantee food service operation, including the management fee.

ROLL CALL VOTE

Conway	_____	Smith	_____
McGee	_____	Pettinelli	_____
Reed	_____		

Consent Agenda Motion: PERSONNEL AFFAIRS

Motion made by _____, seconded by _____, to approve the following personnel affairs agenda items **3.1** through **3.3**.

3.1 To offer employment to the listed tenured certified staff, for the 2021-2022 school year:

- Melissa Bickert
- Barbara D’Aprile
- Stuart Davis
- Stephanie Flynn
- Kimberly Gilles
- Kristi Horan
- Ernest Kaminski
- Jessica Kelliher
- Joan Kern
- Diane Laustsen
- Pamela Lerner Cutarelli
- Megan Mason
- Sarah Payne
- Kelly Phillips
- Renee Smith
- Kelsey Vanhorn
- Kimberlee Weiss

3.2 To offer employment to the listed non-tenured certified staff, for the 2021-2022 school year:

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Patricia Cote
 Samantha Davis
 Elizabeth Farnsworth
 Laura Griffiths
 Elyse Linfante
 Kristine McGrath
 Robert Miller
 Dawn Melise
 Brittany Nailos
 Jennifer Truby
 Lorraine Veal

3.3 To offer employment to the listed Support Staff for the 2021-2022 school year:

<u>Clerical</u>	<u>Job Title</u>	<u>Months</u>	<u>Salary</u>
Yale, Melissa	Executive Secretary	12	TBD
Olah, Lynn	School Secretary	12	TBD
<u>Treasurer</u>			
Rossetti, Lorraine	Treasurer		TBD
<u>Operations</u>			
Sorge, Reinhard	Head Custodian	12	TBD
Hoernlein, Charles	Custodian	12	TBD
Rissmiller, Charles	Part-Time Custodian	10	TBD
<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
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	FT Aide	10	TBD

ROLL CALL VOTE

Conway	_____	Smith	_____
McGee	_____	Pettinelli	_____
Reed	_____		

Consent Agenda Motion: SCHOOL AFFAIRS

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Motion made by _____, seconded by _____, to approve the following school affairs agenda items **4.1**.

4.1 To approve the placement of the identified students in the Warren Glen Academy for the 2021-22 school year at an annual tuition rate of \$57,762.60

ROLL CALL VOTE

Conway	_____	Smith	_____
McGee	_____	Pettinelli	_____
Reed	_____		

XII. NEW BUSINESS

XIII. PUBLIC INPUT

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Please let the record reflect that the BOE does not endorse your comments nor will the BOE be held liable for comments you make about a staff member, or other person, which the staff member, or other person, may consider defamatory and/or libelous, as that individual retains all rights to pursue any legal remedies against you.

XIV. ADJOURNMENT

Motion made by _____, seconded by _____, to adjourn at _____ p.m.

VOICE VOTE