

**ALPHA BOROUGH PUBLIC SCHOOL BOARD OF
EDUCATION**

**Regular Meeting Minutes – June 15, 2021 at 7:00 p.m.
Approved July 20, 2021**

I. INTRODUCTORY ITEMS

CALL TO ORDER:

Vice-President, Patrick Smith 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:

Patrick Smith 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

Vice-President, Patrick Smith
Travis Conway
Christopher McGee
Loretta Reed

Absent

President, Jennifer Pettinelli

Others Present

Seth Cohen, Chief School Administrator
Tim Mantz, Business Administrator/Board Secretary
Robert Merryman, Board Attorney

Flag Salute – Pledge of Allegiance

Silent Meditation

Vice-President Patrick Smith 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 Travis Conway, to approve the minutes of the May 18, 2021 regular meeting.

Motion carried by unanimous voice vote.

Motion made by Christopher McGee, seconded by Travis Conway, to approve the minutes of the May 18, 2021 executive session.

Motion carried by unanimous voice vote.

IV. COMMUNICATIONS TO THE BOARD

None

V. OLD BUSINESS

Mr. Cohen gave an update regarding the fire alarm system installation.

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 **May 2021** and further that, in compliance with NJAC 6A:23-2.11(c)4, the Board of Education certifies that as of **May 31, 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.

Motion carried by unanimous roll call vote.

VII. APPROVAL OF TRANSFERS/LIST OF BILLS

Motion made by Loretta Reed, seconded by Christopher McGee, approve the May 19, 2021 through June 15, 2021 current expense bill list for check numbers 19779 to 19809 totaling \$687,918.81.

Motion carried by unanimous roll call vote.

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Motion made by Christopher McGee, seconded by Travis Conway, to approve budget transfers in the amount of \$46,700.30 as presented for the period May 19, 2021 through June 15, 2021 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 told the Board that there has been no official word from the State regarding school's reopening in September.

Mr. Cohen reviewed the new social studies and independent reading library resources the district was considering purchasing for next year.

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 Travis Conway, 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 submission of The American Rescue Plan Elementary and Secondary Schools Emergency Relief (ARP ESSER Funds) Application and Safe Return/Reopening Plan for the 2021-2022 school year.

1.2 To approve the submission and acceptance of the application for "Individuals with Disabilities Education Act" (IDEA) fiscal year 2022 in the following amounts:

Basic:	\$ 65,620
Preschool:	\$ 1,737
Total Allocation:	\$ 67,357

Consent Agenda Motion: BUSINESS AFFAIRS

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

Motion carried by unanimous roll call vote.

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- 2.1** To approve the Chief School Administrator and the Business Administrator to issue checks and make budget transfers necessary to close out the 2020-21 school year.
- 2.2** To authorize the Business Administrator to close the petty cash account as of June 30, 2021 and reopen the 2021-22 petty cash account in the amount of \$200 as of July 1, 2021.

Consent Agenda Motion: PERSONNEL AFFAIRS

Motion made by Loretta Reed, seconded by Travis Conway, to approve the following personnel affairs agenda items **3.1** through **3.15**.

Motion carried by unanimous roll call vote.

- 3.1** To approve a memorandum of agreement with the Warren County Special Services School District for related services for the 2021-22 school year.
- 3.2** To revoke offer of employment for Delia Hunter for the 2021-22 school year.
- 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	\$46,818
Olah, Lynn	School Secretary	12	\$35,680
<u>Treasurer</u>			
Rossetti, Lorraine	Treasurer		\$5,050
<u>Operations</u>			
Sorge, Reinhard	Head Custodian	12	\$58,140
Hoernlein, Charles	Custodian	12	\$35,000
Rissmiller, Charles	Part-Time Custodian	10	\$15.78/hr
<u>Aides</u>			
Brotzman, Bernard	PT Aide	10	\$14,790
Lawson, Susan	PT Aide	10	\$14,790
McGuinness, Judy	FT Aide	10	\$25,008
Pecchia, Melissa	PT Aide	10	\$14,790
Petras, Susan	PT Aide	10	\$17,676
Scheier, Devon	PT Aide	10	\$14,790
Von Unctrup, Katherine	PT Aide	10	\$14,790
Welch, Kelly	FT Aide	10	\$24,480

- 3.4** To hire Lori Walker as the Assistant Principal/Supervisor of Instruction for the 2021-22 school year at a salary of \$84,897.
- 3.5** To approve summer hours for Lori Walker from July 26th through August 6th to be paid at an hourly rate of \$53.06.
- 3.6** To approve hiring Stuart Davis as a Summer Custodian, beginning June 28, 2021 through August 27, 2021, at an hourly rate of \$12.75.
- 3.7** To approve hiring Jason Cohen as a Summer Custodian, beginning June 28, 2021 through August 27, 2021, at an hourly rate of \$12.75.

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- 3.8** To approve Kristi Horan as a teacher for the 2021 extended school year for 3 hours a day, 12 days total from 7/12/21 through 7/29/21 at the contract specified hourly rate.
- 3.9** To approve Devon Scheier and Kelsey VanHorn as paraprofessionals for the 2021 extended school year for 3-1/2 hours a day, 12 days total from 7/12/21 through 7/29/21 at an hourly rate of \$15.
- 3.10** To approve Samantha Davis, Dawn Melise and Sarah Payne as teachers for the 2021 Grades 1-5 Summer Academy for 4 hours a day, 5 days total from 7/23/21 through 7/29/21 at the contract specified hourly rate.
- 3.11** To approve Rob Miller and Jen Truby as additional staff for the 2021 Grades 1-5 Summer Academy for 4 hours a day, 3 days total from 7/26/21 through 7/28/21 at the contract specified hourly rate.
- 3.12** To approve Samantha Davis and Dawn Melise as teachers for the 2021 Grades 6-8 Summer Academy for 4 hours a day, 4 days total from 8/2/21 through 8/5/21 at the contract specified hourly rate.
- 3.13** To approve Jen Truby as additional staff for the 2021 Grades 6-8 Summer Academy for 4 hours a day, 3 days total from 8/2/21 through 8/4/21 at the contract specified hourly rate.
- 3.14** To approve Laura Griffiths as a school nurse for the 2021 extended school year, Grades 1-5 Summer Academy and Grades 6-8 Summer Academy for a total of 40 hours from 7/12/21 through 7/29/21 at the contract specified hourly rate.
- 3.15** 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 2020-21 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.

X. NEW BUSINESS

None

XI. PUBLIC INPUT

None

XII. EXECUTIVE SESSION

Motion made by Travis Conway, seconded by Christopher McGee, to adopt the following resolution to enter into executive session at 7:13 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

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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.

XIII. RECONVENE

Motion made by Travis Conway, seconded by Christopher McGee, to reconvene the meeting to public session at 7:53 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 7:54 p.m. on a motion by Travis Conway, seconded by Christopher McGee.

Motion carried by unanimous voice vote.

Respectfully submitted,

Tim Mantz
Business Administrator/ Board Secretary