

ALPHA BOROUGH PUBLIC SCHOOL BOARD OF EDUCATION

Regular Meeting Minutes – September 21, 2021 at 7:00 p.m.
Approved October 19, 2021

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, Patrick Smith
Travis Conway
Christopher McGee
Loretta Reed

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.

II. PRESENTATION

Mr. Cohen conducted the honor roll award presentation.

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III. APPROVAL OF BOARD MINUTES

Motion made by Travis Conway seconded by Loretta Reed, to approve the minutes of the August 17, 2021 regular meeting.

Motion carried by unanimous voice vote.

Motion made by Travis Conway, seconded by Christopher McGee, to approve the minutes of the September 7, 2021 work session.

Motion carried by unanimous voice vote.

Motion made by Travis Conway, seconded by Christopher McGee, to approve the minutes of the September 7, 2021 executive session.

Motion carried by unanimous voice vote.

IV. COMMUNICATIONS TO THE BOARD

Jennifer Pettinelli said that she had received letters of interest for the two vacant Board seats.

V. OLD BUSINESS

Mr. Cohen announced that the fire alarm system installation has finally been completed.

Mr. Cohen said that the district is having a difficult time find people to fill open aide positions.

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 **August 2021** and further that, in compliance with NJAC 6A:23-2.11(c)4, the Board of Education certifies that as of **August 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, to approve the August 18, 2021 through September 21, 2021 current expense bill list for check numbers 19900 to 19947 totaling \$406,163.41.

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Motion carried by unanimous roll call vote.

VIII. PUBLIC INPUT

Sarah Payne asked if the Alpha staff will be required to follow the Governor ordered COVID protocols. The staff will be bound to the order.

IX. EXECUTIVE SESSION

Motion made by Travis Conway, seconded by Loretta Reed, to adopt the following resolution to enter into executive session at 7:15 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.

X. RECONVENE

Motion made by Loretta Reed, seconded by Christopher McGee, to reconvene the meeting to public session at 7:32 p.m.

Motion carried by unanimous voice vote

XI. CHIEF SCHOOL ADMINISTRATOR'S REPORT

Mr. Cohen told the Board that the school would be hosting an in-person Back to School Night tomorrow.

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.

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Consent Agenda Motion: BOARD AFFAIRS

Motion made by Travis Conway, seconded by Loretta Reed, to approve the following board affairs agenda items **1.1** through **1.3**.

Motion carried by roll call vote. All members voting in the affirmative with Christopher McGee voting in the negative for 1.1 and 1.2.

1.1 To approve the second reading and adoption of Policy 1648.11 “The Road Forward COVID-19 – Health and Safety”.

1.2 To approve the first reading of the following policies and regulations:

- P 1648.13 School Employee Vaccination Requirements
- P 1648.11 The Road Forward COVID-19 Health and Safety
- P 2422 Comprehensive Health and Physical Education
- P 2467 Surrogate Parents and Resource Family Parents
- P 5111 Eligibility of Resident/Nonresident Students
- P 5116 Education of Homeless Children
- P 6115.01 Federal Awards/Funds Internal Controls-Allowability of Costs
- P 6115.02 Federal Awards/Funds Internal Controls-Mandatory Disclosures
- P 6115.03 Federal Awards/Funds Internal Controls-Conflict of Interest
- P 6311 Contracts for Goods or Services Funded by Federal Grants
- R 7432 Eye Protection
- P 8420 Emergency and Crisis Situations
- R 8420.1 Fire and Fire Drills
- P 8540 School Nutrition Programs
- P 8550 Meal Charges/Outstanding Food Service Bill
- P 8600 Student Transportation

1.3 To appoint Louis Hardy to fill the two year, unexpired vacant Board seat.

Consent Agenda Motion: PERSONNEL AFFAIRS

Motion made by Christopher McGee, seconded by Travis Conway, to approve the following personnel affairs agenda items **3.1** through **3.9**.

Motion carried by roll call vote. All members voting in the affirmative with Louis Hardy abstaining.

3.1 To approve Lynn Olah to be a bus aide from July 19th through August 12th, for a total of 14 hours, to be paid at her contractually hourly rate.

3.2 To approve Melissa Yale to be a bus aide from July 26th through August 13th, for a total of 4 hours, to be paid at her contractually hourly rate.

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- 3.3** To hire Matthew Garfein as a part-time paraprofessional for the 2021-22 school year, beginning on September 13th through September 15th, at an hourly rate of \$14.25 for 5 hours a day.
- 3.4** To approve Devon Scheier as a full-time paraprofessional for the 2021-22 school year, beginning on September 22nd, at an annual salary of \$24,480 prorated for time worked.
- 3.5** To approve a memorandum of agreement with the Greenwich Township Board of Education to provide occupational therapist student evaluations on an as needed basis at a cost of \$300 per evaluation.
- 3.6** To approve the Chief School Administrator’s merit goals for the 2021-22 school year as presented.
- 3.7** To approve Diane Laustsen as the Safety Patrol advisor for the 2021-22 school year at a stipend cost of \$625.
- 3.8** To approve a substitute rate of \$95/day with an increase to \$100/day after 20 days of service within that school year.
- 3.9** To approve the following stipend positions to be paid at the contractual amount:
- | | |
|---------------------------------------|------------------|
| 8 th Grade Advisor (split) | Diane Laustsen |
| | Megan Mason |
| Drama Club (split) | Diane Laustsen |
| | Patricia Cote |
| Dance Club | Diane Laustsen |
| Safety Patrol | Diane Laustsen |
| Spring Musical (split) | Diane Laustsen |
| | Patricia Cote |
| Set Designers (split) | Diane Laustsen |
| | Patricia Cote |
| ESL Coordinator | Pamela Cutarelli |
| Testing Coordinator | Sarah Payne |
| Student Council | Sarah Payne |
| Detention Coordinator | Kelsey Vanhorn |
| Yearbooks (split) | Kristi Horan |
| | Renee Smith |

Consent Agenda Motion: SCHOOL AFFAIRS

Motion made by Loretta Reed, seconded by Christopher McGee, to approve the following school affairs agenda items **4.1** through **4.10**.

Motion carried by roll call vote. All members voting in the affirmative with Louis Hardy abstaining

- 4.1** To approve a 2021-2022 tuition contract with the Phillipsburg School District for 94 students at an annual tuition rate of \$15,618 per student, plus prior year adjustments in the amount of \$74,799 for a total of \$1,542,891.
- 4.2** To approve the placement of the identified students in the Phillipsburg School District’s multiple disabilities program for the 2021 extended school year and 2021-22 school year at a total tuition rate of \$26,056.52 per student.

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- 4.3** To approve the placement of the identified student in the Phillipsburg School District's cognitive program for the 2021-22 school year at an annual tuition rate of \$32,222 as well as a personal aide at an annual rate of \$31,000 for a total cost of \$63,222.
- 4.4** To approve the placement of the identified student in the Phillipsburg School District's learning language disabilities program for the 2021-22 school year at an annual tuition rate of \$18,828.
- 4.5** To approve a 2021-2022 tuition contract with the Warren County Technical School District for 23 students at an annual tuition rate of \$5,600 per student, plus prior year adjustments in the amount of (\$16,802) for a total of \$111,998.
- 4.6** To approve the placement of the identified student in the Warren Glen Academy for the 2021-22 school year, beginning on September 9, 2021 at an annual tuition of \$49,510.80 prorated for time in attendance.
- 4.7** To approve the following fundraiser requests:
- PTO to sell pizza on 9/22/21 to raise money for PTO.
 - Grades 5-8 band & choir to sell food between 10/1/21 – 10/15/21 to raise money for "Music in the Parks" trip.
- 4.8** To approve the following building use requests:
- i. PTO on 9/22/21 from 12:15 pm to 1:00 pm in front entrance to sell pizza.
 - ii. PTO for one Wednesday a month in the library for PTO meetings.
 - iii. AYAA from 10/18/21 through 3/31/22 on Mondays through Thursdays from 4:00 pm to 9:00 pm and on Saturdays from 12/11/21 through 3/26/22 from 9:00 am to 4:00 pm for basketball practices and games.
 - iv. Girls on the Run on Monday's and Thursday's between 9/20/21 and 10/28/21 from 2:45 pm to 4:00 pm in the gym.
 - v. APS music department on 12/9/21 from 12:30 pm to 2:30 pm and then 7:00 pm to 8:00 pm in the gym for the K-4 winter concert dress rehearsal and show.
 - vi. APS music department on 12/13/21 from 12:30 pm to 2:30 pm and 12/14/21 from 7:00 pm to 8:00 pm in the gym for the 5-8 band and choir winter concert.
 - vii. APS music department on 4/26/22 12:30 pm to 2:30 pm and then 7:00 pm to 8:00 pm in the gym for the K-4 spring concert dress rehearsal and show.
 - viii. APS music department on 5/7/22 from 12:30 pm to 2:30 pm and 5/8/22 from 7:00 pm to 8:00 pm in the gym for the 5-8 band and choir spring concert.
- 4.9** To approve the following field trips:
- PreK and kindergarten to the Alpha Firehouse 10/6/21.
 - Grades 5-8 band & choir to Allentown, PA on 5/6/22.
 - Grades 5-8 band & choir to Phillipsburg, NJ on 3/4/22.
 - Grades 5-8 band & choir to Alpha, NJ on 12/3/21.
 - Grades 5-8 band & choir to Alpha, NJ on 5/22/22.

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4.10 To approve the attendance of staff members at the following conferences:

- Jennifer Truby on 9/9/21 to the “Girls on the Run” training in Flemington, NJ. Cost is mileage expense.

XII. NEW BUSINESS

Mr. Cohen asked the Board’s opinion regarding the mentor COVID policy. The Board discussed.

XIII. PUBLIC INPUT

None

XIV. ADJOURNMENT

There being no further business to come before the Board, the meeting was adjourned at 7:51 p.m. on a motion by Loretta Reed, seconded by Travis Conway.

Motion carried by unanimous voice vote.

Respectfully submitted,

Tim Mantz
Business Administrator/ Board Secretary