

# ALPHA BOROUGH PUBLIC SCHOOL BOARD OF EDUCATION

Regular Meeting Minutes – May 5, 2022 at 7:00 p.m.  
Approved May 17, 2022

## I. INTRODUCTORY ITEMS

### CALL TO ORDER:

President, Jennifer Pettinelli 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:

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  
Louis Hardy  
Christopher McGee  
Linda Sutch

#### Absent

Travis Conway  
Loretta Reed

#### Others Present

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

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**

Mr. Cohen presented the 2022-23 school year budget.

**III. APPROVAL OF BOARD MINUTES**

Motion made by Patrick Smith, seconded by Christopher McGee, to approve the minutes of the March 17, 2022 work session meeting.

Motion carried by unanimous voice vote.

Motion made by Patrick Smith, seconded by Christopher McGee, to approve the minutes of the March 17, 2022 executive session.

Motion carried by unanimous voice vote.

Motion made by Patrick Smith, seconded by Christopher McGee, to approve the minutes of the March 22, 2022 work regular meeting.

Motion carried by unanimous voice vote.

Motion made by Patrick Smith, seconded by Christopher McGee, to approve the minutes of the March 22, 2022 executive session.

Motion carried by unanimous voice vote.

Motion made by Patrick Smith, seconded by Christopher McGee, to approve the minutes of the April 5, 2022 work session meeting.

Motion carried by unanimous voice vote.

Motion made by Patrick Smith, seconded by Christopher McGee, to approve the minutes of the April 5, 2022 executive 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 Patrick Smith, 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 **March 2022** and further

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that, in compliance with NJAC 6A:23-2.11(c)4, the Board of Education certifies that as of **March 31, 2022**, 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 Patrick Smith, seconded by Christopher McGee, to approve the March 23, 2022 through May 5, 2022 current expense bill list for check numbers 20197 to 20242 totaling \$834,449.02.

Motion carried by unanimous roll call vote.

Motion made by Patrick Smith, seconded by Christopher McGee, to approve budget transfers in the amount of \$19,417.62 as presented for the period March 23, 2022 through May 5, 2022 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 said that state testing was being conducted this week and it was going well.

Mr. Cohen told the Board that motion 3.2 had to be removed and provided the rationale as to why.

**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 Christopher McGee, seconded by Linda Sutch, to approve the following board affairs agenda items **1.1** through **1.3**.

Motion carried by unanimous roll call vote.

**1.1** To approve the Memorandum of Agreement to join the ARP HCY II consortium.

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**1.2** To approve the second reading and adoption of the following policies and regulations:

- P 2415.05 Student Surveys, Analysis, Evaluations, Examinations, Testing or Treatment
- P 2431.4 Prevention and Treatment of Sports-Related Concussions and Head Injuries
- P 2451 Adult High School
- P 2622 Student Assessment
- P 3233 Political Activities
- P 5460 High School Graduation
- P 5541 Anti-Hazing
- P 7540 Joint Use of Facilities
- P 8465 Bias Crimes and Bias-Related Acts
- P 9560 Administration of School Surveys

**1.3** To approve the first reading of the following policies and regulations:

- P 1648.15 Recordkeeping for Healthcare Settings in School Buildings - COVID-19
- P 2415.04 Title I District - Wide Parent and Family Engagement
- P 2415.50 Title I School Parent and Family Engagement
- P 2417 Student Intervention and Referral Services
- P 3161 Examination for Cause (Revised)
- P 4161 Examination for Cause (Revised)
- P 5512 Harassment, Intimidation, and Bullying
- P 7410 Maintenance and Repair
- R 7410 Maintenance and Repair
- R 7410.01 Facilities Maintenance, Repair Scheduling, and Accounting
- P 8420 Emergency and Crisis Situations
- P 9320 Cooperation with Law Enforcement Agencies
- R 9320 Cooperation with Law Enforcement Agencies

**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 **2.3**.

Motion carried by unanimous roll call vote.

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**2.1** To adopt the following resolution to approve 2022-23 school district budget:

BE IT RESOLVED to approve the 2022-2023 school district budget as follows:

	Budget	Local Tax Levy
General Fund	\$6,352,613	\$3,963,708
Special Revenue Fund	112,490	
Total Base Budget	\$6,465,103	\$3,963,708

WHEREAS, the Alpha Board of Education recognizes school staff and Board members will incur travel expenses related to and within the scope of their current responsibilities and for travel that promotes the delivery of instruction or furthers the efficient operation of the school district; and

WHEREAS, N.J.A.C. 6A:23A-7.1 et seq. requires Board members to receive approval of these expenses by a majority of the full voting membership of the Board and staff members to receive prior approval of these expenses by the Superintendent of Schools and a majority of the full voting membership of the Board; and

WHEREAS, a Board of Education may establish, for regular district business travel only, an annual school year threshold of \$1,500 per staff member where prior Board approval shall not be required unless this annual threshold for a staff member is exceeded in a given school year (July 1 through June 30); and

WHEREAS, travel and related expenses not in compliance with N.J.A.C. 6A:23A-7.1 et seq., but deemed by the Board of Education to be necessary and unavoidable as noted on the approved Board of Education Out of District Travel and Reimbursement Forms; now

THEREFORE, BE IT RESOLVED, the Board of Education approves all travel not in compliance with N.J.A.C. 6A:23A-7.1 et seq. as being necessary and unavoidable as noted on the approved Board of Education Out of District Travel and Reimbursement Forms; and

BE IT FURTHER RESOLVED, the Board of Education approves travel and related expense reimbursements in accordance with N.J.A.C. 6A:23A-7.2(b), to a maximum expenditure of \$15,000 for all staff and board members.

**2.2** To approve a student lunch price of \$3.25 and milk price of \$0.70 for the 2022-23 school year.

**2.3** To approve a student breakfast price of \$1.25 for the 2022-23 school year.

**Consent Agenda Motion: PERSONNEL AFFAIRS**

Motion made by Patrick Smith, seconded by Christopher McGee, to approve the following personnel affairs agenda items **3.1** through **3.3**.

Motion carried by unanimous roll call vote.

**3.1** To approve a public school services contract with the Hunterdon County Educational Services Commission for the 2022-23 school year per the service rate proposal.

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- 3.2** To approve Laura Newman to provide School Psychologist/Supervisor of Special Education services for eight hours a week from 6/15/22 through 6/15/23 at a total cost of \$23,500 with additional approved hours billed at \$75/hour.
- 3.3** To approve a contract with Kiersten A. Steidle to provide occupational therapy services for the 2022-23 school year at an hourly rate of \$85.

**Consent Agenda Motion: SCHOOL AFFAIRS**

Motion made by Patrick Smith, seconded by Christopher McGee, to approve the following school affairs agenda items **4.1** through **4.4**.

Motion carried by unanimous roll call vote.

- 4.1** To approve a contract with the Rancocas Valley Regional High School to provide home instruction services for the identified student for the 2022-23 school year, beginning on 4/12/22, at an hourly rate of \$55.
- 4.2** To approve the 2022-23 school year calendar.
- 4.3** To approve Seth Cohen to attend the NJASA/NJAPSA Spring Leadership Conference on 5/18/22 to 5/20/22 in Atlantic City, NJ. Cost is lodging at the reduced presenter rate, M&IE and mileage.
- 4.4** To approve the following building use requests:
- i. PTO on 4/12/22 at 6:30 pm in the library for a playground committee meeting.
  - ii. PTO/Student Council on 5/20/22 from 2:45 pm to 8:45 pm on school grounds for a playground fundraiser.
  - iii. PTO Playground Committee on 5/3/22 at 6:30 pm in the library for a meeting.

**X. NEW BUSINESS**

Mr. Cohen said that the Warren County DOE received a letter about Alpha being ADA compliant. Going forward all BOE meetings and school events will be held on the first floor of the building.

**XI. PUBLIC INPUT**

None

**XII. EXECUTIVE SESSION**

Motion made by Patrick Smith, seconded by Christopher McGee, to adopt the following resolution to enter into executive session at 7:20 p.m. This executive session is expected to last about 60 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.

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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.

**XIII. RECONVENE**

Motion made by Patrick Smith, seconded by Linda Sutch, to reconvene the meeting to public session at 7:56 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 7:57 p.m. on a motion by Patrick Smith, seconded by Linda Sutch.

Motion carried by unanimous voice vote.

Respectfully submitted,

Tim Mantz  
Business Administrator/ Board Secretary