

ALPHA BOROUGH PUBLIC SCHOOL BOARD OF EDUCATION

Regular Meeting Minutes – February 21, 2023 at 7:00 p.m.
Approved March 20, 2023

I. INTRODUCTORY ITEMS

CALL TO ORDER:

President, Patrick Smith 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:

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

President, Patrick Smith

Vice-President, Christopher McGee

Travis Conway

Jennifer Pettinelli

Absent

Louis Hardy

Loretta Reed

Others Present

Seth Cohen, Chief School Administrator

Tim Mantz, Business Administrator/Board Secretary

Flag Salute – Pledge of Allegiance

Silent Meditation

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.

II. PRESENTATION

None

ALPHA BOROUGH PUBLIC SCHOOL BOARD OF EDUCATION
Regular Meeting Minutes-February 21, 2023 at 7:00 p.m.
Approved March 20, 2023

III. APPROVAL OF BOARD MINUTES

Motion made by Christopher McGee, seconded by Travis Conway, to approve the minutes of the January 17, 2023 regular meeting.

Motion carried by unanimous voice vote.

Motion made by Travis Conway, seconded by Christopher McGee, to approve the minutes of the February 7, 2023 work session

Motion carried by unanimous voice vote.

IV. COMMUNICATIONS TO THE BOARD

None

V. OLD BUSINESS

Mr. Cohen reviewed the 2023-24 school year reregistration letter that will be sent out to the community. He also told the Board that a fire door had been damaged and will be fixed over the summer.

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 **January 2023** and further that, in compliance with NJAC 6A:23-2.11(c)4, the Board of Education certifies that as of **January 30, 2023**, 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 Travis Conway, seconded by Christopher McGee, to approve the January 18, 2023 through February 21, 2023 current expense bill list for check numbers 20636 to 20699 totaling \$688,636.43.

Motion carried by unanimous roll call vote.

Motion made by Travis Conway, seconded by Christopher McGee, to approve budget transfers in the amount of \$220 as presented for the period January 18, 2023 through February 21, 2023 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.

ALPHA BOROUGH PUBLIC SCHOOL BOARD OF EDUCATION
Regular Meeting Minutes-February 21, 2023 at 7:00 p.m.
Approved March 20, 2023

Motion carried by unanimous roll call vote.

VIII. PUBLIC INPUT

None

IX. CHIEF SCHOOL ADMINISTRATOR'S REPORT

Mr. Cohen said that the library board met and want to keep the library open utilizing a part-time librarian.

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 Jennifer Pettinelli, seconded by Christopher McGee, to approve the following board affairs agenda item **1.1**.

Motion carried by unanimous roll call vote.

1.1 Be it resolved that the Alpha Board of Education approves the filing of a waiver to exempt the Alpha School District's participation in the Special Education Medicaid Initiative (SEMI) due to the fact that the district projects an enrollment of less than 40 Medicaid eligible students.

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.

2.1 To accept the Comprehensive Annual Financial Report (CAFR) and Auditor's Management Report on Administrative Findings for the Year Ending June 30, 2022 and order that a copy be filed in the business office and with the New Jersey Department of Education.

ALPHA BOROUGH PUBLIC SCHOOL BOARD OF EDUCATION
Regular Meeting Minutes-February 21, 2023 at 7:00 p.m.
Approved March 20, 2023

2.2 To acknowledge that there were no audit recommendations under the following headings and to approve the corrective action plan.

Audit for Year Ending June 30, 2022

Schedule of findings of Non-Compliance None

Summary of Recommendations

| | |
|--|------|
| 1. Administrative Practices and Procedures | None |
| 2. Financial Accounting and Reporting | None |
| 3. School Purchasing Programs | None |
| 4. School Food Service | None |
| 5. Student Body Activities | None |
| 6. Applications for State School Aid | None |
| 7. Pupil Transportation | None |
| 8. Facilities and Capital Assets | None |
| 9. Miscellaneous | None |
| 10. Follow-up on prior year findings | None |

Consent Agenda Motion: PERSONNEL AFFAIRS

Motion made by Jennifer Pettinelli, 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 an unpaid leave of absence for Bernard Brotzman from 2/21/23 through 3/10/23.

3.2 To hire Camie Collucci as a part-time instructional aide for the 2022-23 school year, beginning on 2/6/23, at an annual salary of \$15,086 prorated for time worked.

3.3 To hire Carissa Roe as a part-time instructional aide for the 2022-23 school year, beginning on 2/6/23, at an annual salary of \$15,086 prorated for time worked.

Consent Agenda Motion: SCHOOL AFFAIRS

Motion made by Christopher McGee, seconded by Travis Conway, to approve the following school affairs agenda items **4.1** through **4.3**.

Motion carried by unanimous roll call vote.

4.1 To approve the following building use requests:

- i. PTO on 4/22/23 from 7:00 am to 3:00 pm in the gym and cafeteria for a craft fair.
- ii. PTO on 1/31/23 beginning at 6:30 pm in the art room for a meeting.
- iii. PTO on 2/15/23 beginning at 6:30 pm in the art room for an Eagle Escapes planning meeting.

ALPHA BOROUGH PUBLIC SCHOOL BOARD OF EDUCATION
Regular Meeting Minutes-February 21, 2023 at 7:00 p.m.
Approved March 20, 2023

4.2 To approve the following fundraiser requests:

- PTO to conduct a “Valentine’s Popitgrams” fundraiser from 2/6/23 through 2/13/23 to raise money for the PTO general fund.
- 8th grade class to conduct a spring bulb flower sale fundraiser throughout the rest of the year to raise money for 8th grade activities.

4.3 To approve the following field trips:

8th grade to Medieval Times in Lyndhurst, NJ on 5/23/23.

X. NEW BUSINESS

None

XI. PUBLIC INPUT

Christine Ferretti asked if there would be a PreK program next year. Mr. Cohen says he is planning on having one.

Gwen Kark said that the playground had no mulch which prevented the students from being able to utilize it at recess. Mr. Cohen said it will be taken care of over the summer.

XII. EXECUTIVE SESSION

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

XIII. RECONVENE

Motion made by Travis Conway, seconded by Jennifer Pettinelli, to reconvene the meeting to public session at 7:44 p.m.

ALPHA BOROUGH PUBLIC SCHOOL BOARD OF EDUCATION
Regular Meeting Minutes-February 21, 2023 at 7:00 p.m.
Approved March 20, 2023

Motion carried by unanimous voice vote

XIV. ADJOURNMENT

There being no further business to come before the Board, the meeting was adjourned at 7:45 p.m. on a motion by Christopher McGee, seconded by Travis Conway.

Motion carried by unanimous voice vote.

Respectfully submitted,

Tim Mantz
Business Administrator/ Board Secretary