

ALPHA BOROUGH PUBLIC SCHOOL BOARD OF EDUCATION

Regular Meeting Minutes – June 20, 2023 at 7:00 p.m.
Approved July 18, 2023

I. INTRODUCTORY ITEMS

CALL TO ORDER:

President, Patrick Smith called the meeting to order at 7:05 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

Carl Johnson

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

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III. APPROVAL OF BOARD MINUTES

Motion made by Travis Conway, seconded by Christopher McGee, to approve the minutes of the May 16, 2023 regular meeting.

Motion carried by unanimous voice vote.

Motion made by Travis Conway, seconded by Christopher McGee, to approve the minutes of the May 16, 2023 executive session.

Motion carried by unanimous voice vote.

IV. COMMUNICATIONS TO THE BOARD

None

V. OLD BUSINESS

Mr. Cohen discussed re-registration.

VI. MONTHLY REPORTS OF BOARD SECRETARY AND TREASURER

Motion made by Christopher McGee, seconded by Travis Conway, 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 2023** and further that, in compliance with NJAC 6A:23-2.11(c)4, the Board of Education certifies that as of **May 31, 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 Christopher McGee, seconded by Travis Conway, to approve the May 17, 2023 through June 20, 2023 current expense bill list for check numbers 20809 to 20856 totaling \$762,645.65.

Motion carried by unanimous roll call vote.

Motion made by Christopher McGee, seconded by Travis Conway, to approve budget transfers in the amount of \$18,474 as presented for the period May 17, 2023 through June 20, 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.

Motion carried by unanimous roll call vote.

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VIII. PUBLIC INPUT

None

IX. CHIEF SCHOOL ADMINISTRATOR'S REPORT

Mr. Cohen gave his 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 Travis Conway, seconded by Jennifer Pettinelli, to approve the following board affairs agenda item **1.1**.

Motion carried by unanimous roll call vote.

1.1 To approve the submission and acceptance of the application for "Elementary and Secondary Education Act" (ESEA) fiscal year 2024 in the following amounts:

Title I:	\$ 64,166
Title IIA:	\$ 9,694
Title IV:	\$ 10,000
Total Allocation:	\$ 83,860

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 **2.4**.

Motion carried by unanimous roll call vote.

2.1 To approve the Interlocal Services Agreement with the Pohatcong Township Board of Education for contracted School Business Administration Services for the 2023-24 school year at a fee of \$70,000.

2.2 To approve the Chief School Administrator and the Business Administrator to issue checks and make budget transfers necessary to close out the 2022-23 school year.

2.3 To authorize the Business Administrator to close the petty cash account as of June 30, 2023 and reopen the 2023-24 petty cash account in the amount of \$200 as of July 1, 2023.

2.4 To approve the 60 month lease agreement beginning September, 2023 and ending August, 2028 with Municipal Capital Finance for the leasing of four copiers at a rate of \$658 per month, plus a per copy charge of \$.005 per copy, which includes maintenance service calls, preventative maintenance, parts, labor, drums toner and developer.

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Consent Agenda Motion: PERSONNEL AFFAIRS

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

Motion carried by unanimous roll call vote.

3.1 To offer employment to the listed Support Staff for the 2023-2024 school year:

<u>Clerical</u>	<u>Job Title</u>	<u>Months</u>	<u>Salary</u>
Yale, Melissa	Executive Secretary	12	\$48,710
Ascolese, Bethany	School Secretary	12	\$36,414
<u>Treasurer</u>			
Rossetti, Lorraine	Treasurer		\$5,254
<u>Operations</u>			
Sorge, Reinhard	Head Custodian	12	\$60,489
Hoernlein, Charles	Custodian	12	\$36,414
Rissmiller, Charles	Part-Time Custodian	10	\$16.42
<u>Aides</u>			
Brotzman, Bernard	PT Aide	10	\$15,388
Collucci, Camie	PT Aide	10	\$15,388
Frankle, Jodi	PT Aide	10	\$15,388
Lawson, Susan	PT Aide	10	\$15,388
Pecchia, Melissa	PT Aide	10	\$15,388
Roe, Carissa	PT Aide	10	\$15,388
Scheier, Devon	PT Aide	10	\$15,388
Von Uchtrup, Katherine	PT Aide	10	\$15,388
Welch, Kelley	PT Aide	10	\$15,388

- 3.2** To hire Lori Walker as the Assistant Principal/Supervisor of Instruction for the 2023-24 school year at a salary of \$88,327.
- 3.3** To approve summer hours for Lori Walker from on or about August 7th through August 18th to be paid at an hourly rate of \$55.20.
- 3.4** To approve hiring Stuart Davis as a Summer Custodian, beginning on or after June 21, 2023 through August 25, 2023, at an hourly rate of \$14.13.
- 3.5** To approve hiring Gabriella Ascolese as a Summer Custodian, beginning on or after June 21, 2023 through August 25, 2023, at an hourly rate of \$14.13.
- 3.6** To approve hiring Nick Rogalski as a Summer Custodian, beginning on or after June 21, 2023 through August 25, 2023, at an hourly rate of \$14.13.
- 3.7** To approve Melissa Bickert, Elizabeth Farnsworth, Kristi Horan and Sarah Payne to provide summer IEP meeting coverage as needed to be paid at the contractual hourly rate.
- 3.8** To approve Jennifer Truby to provide a total of four hours of home instruction to the identified student on May 25th and 26th

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- 3.9 To approve Kristi Horan as the ESY'23 teacher from 7/10/23 through 7/27/23 to be paid at the contractually hourly rate.
- 3.10 To approve Kelsey Tinsman as the ESY'23 teacher from 7/10/23 through 7/27/23 to be paid at the contractually hourly rate.
- 3.11 To approve Jodie Frankle as an ESY'23 paraprofessional from 7/10/23 through 7/27/23 to be paid at an hourly rate of \$14.25.
- 3.12 To approve Devon Scheier as an ESY'23 paraprofessional from 7/10/23 through 7/27/23 to be paid at an hourly rate of \$14.25.
- 3.13 To approve Laura Griffiths as the ESY'23 nurse from 7/10/23 through 7/27/23 to be paid at the contractually hourly rate.
- 3.14 To approve hiring Jason Cohen as a Summer Custodian, beginning on or after June 21, 2023 through August 25, 2023, at an hourly rate of \$14.13.
- 3.15 To approve hiring Jamie Cohen as a Summer Custodian, beginning on or after June 21, 2023 through August 25, 2023, at an hourly rate of \$14.13.

Consent Agenda Motion: SCHOOL AFFAIRS

Motion made by Jennifer Pettinelli, 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 accept a donation of ten boxes of assorted office supplies to the library from the Schaare family.
- 4.2 To accept a donation of books to the library from the Rush family.
- 4.3 To accept a donation of books to the library from the Cardon family.
- 4.4 To approve the placement of the identified student in the Clinton Glen Gardner School District's LLD program for the 2023-24 school year at an annual tuition cost of \$43,775 plus a personal aide cost of \$46,425.

X. NEW BUSINESS

None

XI. PUBLIC INPUT

None

XII. EXECUTIVE SESSION

Motion made by Christopher McGee, seconded by Jennifer Pettinelli, to adopt the following resolution to enter into executive session at 7:32 p.m. This executive session is expected to last about 20 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 Jennifer Pettinelli, seconded by Travis Conway, to reconvene the meeting to public session at 7:43 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 7:44 p.m. on a motion by Jennifer Pettinelli, seconded by Travis Conway.

Motion carried by unanimous voice vote.

Respectfully submitted,

Tim Mantz
Business Administrator/ Board Secretary