

ALPHA BOROUGH PUBLIC SCHOOL BOARD OF EDUCATION

Regular Meeting Minutes – December 17, 2024 at 7:00 p.m.
Approved January 21, 2025

I. INTRODUCTORY ITEMS

CALL TO ORDER:

Vice-President, Christopher McGee called the meeting to order at 7:02 p.m. and asked everyone to please stand for the Pledge of Allegiance and a subsequent moment of silence.

OPEN PUBLIC MEETINGS ACT:

Christopher McGee 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, Christopher McGee
Travis Conway
Jennifer Pettinelli
Brian Williams

Absent

President, Patrick Smith
Louis Hardy
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, 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 Jennifer Pettinelli, to approve the minutes of the November 19, 2024 regular meeting.

Motion carried by unanimous voice vote.

Motion made by Travis Conway, seconded by Brian Williams, to approve the minutes of the November 19, 2024 executive session.

Motion carried by unanimous voice vote.

IV. COMMUNICATIONS TO THE BOARD

The Board was in receipt of letters from John Nittolo, Superintendent of the Oxford School, and Travis Conway. Mr. Cohen thanked Mr. Conway for his service on the Board.

V. OLD BUSINESS

None

VI. MONTHLY REPORTS OF BOARD SECRETARY AND TREASURER

Motion made by Brian Williams, seconded by Travis Conway, to approve the acceptance of the monthly financial reports of the Board Secretary and the Treasurer for the month of **November 2024** and further that, in compliance with NJAC 6A:23A-16.10c3, the Board of Education certifies that as of **November 30, 2024**, after review of the secretary's monthly financial report and upon consultation with the appropriate district officials no major account has been over expended in violation of NJAC 6A:23A-16.10c4 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 Jennifer Pettinelli, seconded by Brian Williams, to approve the November 20, 2024 through December 17, 2024 current expense bill list for check numbers 21711 to 21758 totaling \$821,873.91.

Motion carried by unanimous roll call vote.

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Motion made by Jennifer Pettinelli, seconded by Travis Conway, to approve budget transfers in the amount of \$5,308.06 as presented for the period November 20, 2024 through December 17, 2024 noting that Commissioner approval was not required as the year to date transfers on a cumulative basis do 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 reviewed the HIB approval process going forward.

Mr. Cohen said that the PTO’s Holiday Shoppe was fantastic this year, the Winter Concert was tomorrow and there would be holiday parties on Friday with the PTO sponsoring two different improv shows on the day.

X. STUDENT REPRESENTATIVE REPORT

None

ACTION ITEMS: Upon the recommendation of the Chief School Administrator

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 Brian Williams, to approve the following board affairs agenda item **1.1**.

Motion carried by unanimous roll call vote.

1.1 To approve the second reading and adoption of revised policy 2360 “Use of Technology”.

Consent Agenda Motion: BUSINESS AFFAIRS

Motion made by Jennifer Pettinelli, seconded by Travis Conway, to approve the following business affairs agenda item **2.1**.

Motion carried by unanimous roll call vote.

2.1 To approve a memorandum of agreement with the WCSSSD to provide related services on an as needed basis for the 2024-25 school year.

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Consent Agenda Motion: PERSONNEL AFFAIRS

Motion made by Brian Williams, seconded by Jennifer Pettinelli, to approve the following personnel affairs agenda item **3.1**.

Motion carried by unanimous roll call vote.

3.1 To accept Kelsey Tinsman’s letter of resignation effective 2/7/25.

Consent Agenda Motion: SCHOOL AFFAIRS

Motion made by Travis Conway, seconded by Brian Williams, 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. NJHS on 12/11/24 from 6:30 pm to 7:30 pm in the gym and cafeteria for the induction ceremony.
- ii. PTO on 12/3/24, 12/4/24 & 12/5/24 from 8:00 am to 3:00 pm and 12/6/24 from 8:00 am to 3:00 pm in the basement rooms for the Holiday Shoppe.
- iii. 8th grade on 12/9/24 from 2:45 pm to 3:30 pm in the lobby to hand out blanket orders.
- iv. AYAA on Saturday’s from 2/15/25 through 3/15/25 from 8:30 am to 4:00 pm in the gym for basketball games.

4.2 To approve the following fundraiser requests:

- PTO grade to conduct a gift card sale to raise money for the general fund.
- 5th – 8th grade choir to sell Shammy Shine gift cards from 12/2/24 to 12/13/24 to raise money for Music in the Parks.
- Scholarship Committee to sell “Crazy About Cookies” tubs from 12/2/24 to 12/13/24 to raise money for the scholarship account.

4.3 To approve the following field trips:

- 1st grade choir to the Lehigh Valley Zoo in Schnecksville, PA on 5/1/25.

XI. NEW BUSINESS

The Board will conduct its re-organizational meeting on January 7th at 7:00 pm.

XII. PUBLIC INPUT

None

XIII. EXECUTIVE SESSION

Motion made by Jennifer Pettinelli, seconded by Travis Conway, to adopt the following resolution to enter into executive session at 7:19 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.

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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.

XIV. RECONVENE

Motion made by Travis Conway, seconded by Brian Williams, to reconvene the meeting to public session at 7:37 p.m.

Motion carried by unanimous voice vote

XV. ADJOURNMENT

There being no further business to come before the Board, the meeting was adjourned at 7:38 p.m. on a motion by Travis Conway, seconded by Brian Williams.

Motion carried by unanimous voice vote.

Respectfully submitted,

Tim Mantz
Business Administrator/ Board Secretary