

# ALPHA BOROUGH PUBLIC SCHOOL BOARD OF EDUCATION

Regular Meeting Minutes – September 17, 2024 at 7:00 p.m.  
Approved October 15, 2024

## 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

Brian Williams

#### Absent

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 Brian Williams, seconded by Christopher McGee, to approve the minutes of the August 6, 2024 work session.

Motion carried by unanimous voice vote.

Motion made by Christopher McGee, seconded by Brian Williams, to approve the minutes of the August 20, 2024 regular meeting.

Motion carried by unanimous voice vote.

Motion made by Christopher McGee, seconded by Brian Williams, to approve the minutes of the August 20, 2024 executive session.

Motion carried by unanimous voice vote.

**IV. COMMUNICATIONS TO THE BOARD**

None

**V. OLD BUSINESS**

Mr. Cohen said that he is awaiting an estimate on equipment to record Board meetings and that the camera installation has been scheduled.

**VI. MONTHLY REPORTS OF BOARD SECRETARY AND TREASURER**

Motion made by Travis Conway, seconded by Christopher McGee, approve the acceptance of the monthly financial reports of the Board Secretary and the Treasurer for the month of **August 2024** and further that, in compliance with NJAC 6A:23A-16.10c3, the Board of Education certifies that as of **August 31, 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 Travis Conway, seconded by Christopher McGee, to approve the August 21, 2024 through September 17, 2024 current expense bill list for check numbers 21552 to 21599 totaling \$297,943.91.

Motion carried by unanimous roll call vote.

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Motion made by Travis Conway, seconded by Christopher McGee, to approve budget transfers in the amount of \$12,500 as presented for the period August 21, 2024 through September 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 topics covered in the 2024-25 professional development plan which would be shared with the staff tomorrow.

Mr. Cohen shared an article found by Christopher McGee entitled “13 Things School Board Members Wish People Knew About Them”.

Mr. Cohen said that the middle school team did a great job establishing a structured recess plan.

**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: BUSINESS AFFAIRS**

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

Motion carried by unanimous roll call vote.

**2.1** To approve Glen R. Koch and Associates to provide behavioral health services for the 2024-25 school year at an hourly rate of \$105.

**Consent Agenda Motion: PERSONNEL AFFAIRS**

Motion made by Christopher McGee, seconded by Travis Conway, to approve the following personnel affairs agenda item **3.1** through **3.4**.

Motion carried by unanimous roll call vote.

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- 3.1** To approve supplementing approximately 90% of the 2024-25 base salaries of Bernard Brotzman, Susan Lawson and Paige Pursell and approximately 75% of the base salary of Camie Colucci with ESEA Title I funds.
- 3.2** To approve Susan Pelusoas a substitute teacher for the 2024-25 school year.
- 3.3** To approve Jake Grimes as a substitute teacher for the 2024-25 school year.
- 3.4** To approve the following stipend positions to be paid at the contractual amount:
  - Testing Coordinator- Sarah Payne
  - Student Council- Sarah Payne
  - ESL Coordinator- Pam Cutarelli
  - Homework Club- Candy Enste
  - Jump Start- Jen Truby
  - Dance Club- Diane Laustsen
  - Safety Patrol- Diane Laustsen
  - 8th grade advisor- Megan Mason, Diane Laustsen
  - Yearbook Advisor- Sarah Payne and Kristine McGrath
  - Detention- Sarah Payne
  - Drama club- Diane Laustsen and Patty Cote
  - Spring Musical- Diane Laustsen and Patty Cote
  - Set Designers- Diane Laustsen and Patty Cote
  - NJHS Advisor-Jen Truby

**Consent Agenda Motion: SCHOOL AFFAIRS**

Motion made by Travis Conway, seconded by Christopher McGee, to approve the following school affairs agenda items **4.1** through **4.13**.

Motion carried by unanimous roll call vote.

- 4.1** To approve the district’s non-teaching principal waiver for the 2024-25 school year.
- 4.2** To approve the placement of the identified student in the Warren Glen Academy for the 2024-25 school year at an annual tuition of \$58,275 and extraordinary service amount of \$45,900.
- 4.3** To approve the 2024-2025 tuition contract with the Phillipsburg School District for 77 students at an annual tuition rate of \$16,830 per student, plus prior year adjustments in the amount of (\$51,176.70) for a total of \$1,244,733.03.
- 4.4** To approve the placement of the identified student in the Phillipsburg School District’s multiple disabilities program for the 2024-25 school year at a total tuition of \$25,122.11 as well as a personal aide at an annual rate of \$35,154 for a total cost of \$60,276.11.
- 4.5** To approve the placement of the identified student in the Phillipsburg School District’s multiple disabilities program for the 2024-25 school year at a total tuition of \$25,122.11 as well as a personal aide at an annual rate of \$51,822.12 for a total cost of \$76,944.23.
- 4.6** To approve the placement of the identified student in the Phillipsburg School District’s learning language disabilities program for the 2024-25 school year at a total tuition of \$21,665.70.

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- 4.7** To approve the placement of the identified student in the Phillipsburg School District’s multiple disabilities program for the 2024-25 school year at a total tuition of \$25,122.11.
- 4.8** To approve the placement of the identified student in the Phillipsburg School District’s learning language disabilities program for the 2024-25 school year at a total tuition of \$21,665.70 as well as a personal aide at an annual rate of \$36,288 for a total cost of \$57,953.70.
- 4.9** To approve the placement of the identified student in the Greenwich Township School District’s special education program for the 2024-25 school year at an annual tuition rate of \$40,000 and a personal aide cost of \$35,000.
- 4.10** To approve Lorraine Veal to attend the AENJ Fall Conference on 10/17/24 & 10/18/24 in Princeton, NJ. Cost is \$165 registration and mileage.
- 4.11** To approve the annual professional development plan for the Alpha School District.
- 4.12** To approve the following building use requests:
- i. PTO on 9/11/24, 10/9/24, 11/13/24, 12/4/24, 1/8/25, 2/12/25, 3/12/25, 4/9/25 and 5/14/25 at 6:30 pm in the cafeteria for monthly meetings.
  - ii. PTO on 9/20/24 in the gym, cafeteria and lobby for a “Welcome Back Dance”.
  - iii. APS Dance Club on the specified dates from 2:50 pm to 3:30 pm in the gym for practices, on 3/11/25 from 2:50 pm to 4:30 pm in the gym for a dress rehearsal and on 3/12/25 beginning at 7:00 pm in the gym for the show.
  - iv. APS Drama Club on the specified dates from 2:50 pm to 3:30 pm in the gym for practices, on 11/20/24 from 2:50 pm to 4:30 pm in the gym for a dress rehearsal and on 11/21/24 beginning at 7:00 pm in the gym for the show.
  - v. PTO on 9/19/24 beginning at 7:00 pm in the lobby for the school store.
- 4.13** To approve the following fundraiser requests:
- PTO to sell “Birthday Grams” through the school year to raise money for the general fund.
  - PTO to sell cheesecakes from 10/1/24 through 10/25/24 to raise money for the general fund.
  - PTO to run the school store on 9/16/24 to raise money for the general fund.
  - PTO to run a “Roller Skate Night” fundraiser on 10/10/24 to raise money for the general fund.

**XI. NEW BUSINESS**

The Board brought forth the following motion:

Motion made by Travis Conway, seconded by Brian Williams, to hire Tammy McGee, beginning on 8/26/24, and Amy Jo Trimmer, beginning on 10/7/24, to be part-time permanent substitute teachers for the 2024-25 school year.

Motion carried by roll call vote. All members voting in the affirmative with Christopher McGee abstaining.

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**XII. PUBLIC INPUT**

None3

**XIII. EXECUTIVE SESSION**

Motion made by Christopher McGee, seconded by Travis Conway, to adopt the following resolution to enter into executive session at 7:22 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.

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 Jennifer Pettinelli, seconded by Brian Williams, to reconvene the meeting to public session at 7:36 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 7:37 p.m. on a motion by Christopher McGee, seconded by Brian Williams.

Motion carried by unanimous voice vote.

Respectfully submitted,

Tim Mantz  
Business Administrator/ Board Secretary