

# ALPHA BOROUGH PUBLIC SCHOOL BOARD OF EDUCATION

Regular Meeting Minutes – March 18, 2025 at 7:00 p.m.  
Approved April 15, 2025

## I. INTRODUCTORY ITEMS

### CALL TO ORDER:

President, Christopher McGee 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:

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

President, Christopher McGee  
Vice-President, Jennifer Pettinelli  
Lindsey Culcasi  
Loretta Reed  
Patrick Smith  
Brian Williams

#### Absent

#### 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, Christopher McGee 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**

None

**III. APPROVAL OF BOARD MINUTES**

Motion made by Patrick Smith, seconded by Loretta Reed, to approve the minutes of the February 18, 2025 regular meeting.

Motion carried by unanimous voice vote.

Motion made by Patrick Smith, seconded by Loretta Reed, to approve the minutes of the February 18, 2025 executive session.

Motion carried by unanimous voice vote.

Motion made by Patrick Smith, seconded by Loretta Reed, to approve the minutes of the March 4, 2025 work session.

Motion carried by unanimous voice vote.

Motion made by Patrick Smith, seconded by Loretta Reed, to approve the minutes of the March 4, 2025 executive session.

Motion carried by unanimous voice vote.

Motion made by Patrick Smith, seconded by Loretta Reed, to approve the minutes of the March 17, 2025 work 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 Brian Williams, to approve the acceptance of the monthly financial reports of the Board Secretary and the Treasurer for the month of **February 2025** and further that, in compliance with NJAC 6A:23A-16.10c3, the Board of Education certifies that as of **February 28, 2025**, 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.

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Motion carried by unanimous roll call vote.

**VII. APPROVAL OF TRANSFERS/LIST OF BILLS**

Motion made by Patrick Smith, seconded by Loretta Reed, to approve the February 19, 2025 through March 18, 2025 current expense bill list for check numbers 21863 to 21911 totaling \$667,702.11.

Motion carried by unanimous roll call vote.

Motion made by Patrick Smith, seconded by Loretta Reed, to approve budget transfers in the amount of \$5,000 as presented for the period February 19, 2025 through March 18, 2025 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**

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 Patrick Smith, seconded by Brian Williams, to approve the following board affairs agenda items **2.1** through **2.2**.

Motion carried by unanimous roll call vote.

**2.1** To approve J&B Therapy to provide professional services for the 2025-26 school year on an as needed basis per the indicated rate schedule.

**2.2** To adopt the following resolution to approve the tentative 2025-26 school district budget;

BE IT RESOLVED that the tentative budget be approved for the 2025-2026 School Year using the 2025-2026 state aid figures and the Secretary to the Board of Education be authorized to submit the following tentative budget to the Executive County Superintendent of Schools for approval in accordance with the statutory deadline:

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	Budget	Local Tax Levy
General Fund	\$7,579,815	\$4,327,980
Special Revenue Fund	114,018	
Total Base Budget	\$7,693,833	\$4,327,980

BE IT FURTHER RESOLVED, that a public hearing be held on May 6, 2025 at the Alpha School for the purpose of conducting a public hearing on the budget for the 2025-2026 School Year.

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.

**Consent Agenda Motion: SCHOOL AFFAIRS**

Motion made by Patrick Smith, seconded by Brian Williams, to approve the following school affairs agenda items **4.1** through **4.6**.

Motion carried by unanimous roll call vote.

Mr. Cohen reviewed the investigations and outcomes regarding motion 4.6.

**4.1** To approve the following fundraiser requests:

- PTO to conduct a Bang Cookie fundraiser from 2/26/25 through 3/12/25 to raise money for the general fund.
- 8<sup>th</sup> grade to conduct a frozen pizza fundraiser from 3/12/25 through 3/26/25 to

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raise money for the 8<sup>th</sup> grade trip.

- 8<sup>th</sup> grade to conduct a “Dine to Donate at Frank’s” fundraiser on 3/26/25 to raise money for the class trip.

**4.2** To approve the following field trips:

- 8<sup>th</sup> grade to the Lyric Theatre and Hard Rock Cafe in New York, NY on 4/23/25.

**4.3** To approve the following building use requests:

- i. PTO on 3/14/25 from 2:45 pm to 4:00 pm in the gym and cafeteria to set up for the Craft Fair.

**4.4** To approve Kim Gilles to attend a bullying presentation on 3/11/25 at the Warren Hills Middle School. Cost is mileage.

**4.5** To accept an anonymous donation of \$2,000 to be used towards the charter bus for the 8<sup>th</sup> grade class trip to New York City.

**4.6** To affirm, in accordance with the provisions of N.J.S.A. (18A:37-15)(b)(e), the Chief School Administrator’s report of alleged HIB incidents and investigations with the following HIB Numbers: 24-25-9 unfounded and 24-25-10 founded.

**X. NEW BUSINESS**

None

**XI. PUBLIC INPUT**

None

**XII. EXECUTIVE SESSION**

Motion made by Patrick Smith, seconded by Brian Williams, to adopt the following resolution to enter into executive session at 7:10 p.m. This executive session is expected to last about 15 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.

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**XIII. RECONVENE**

Motion made by Loretta Reed, seconded by Brian Williams, to reconvene the meeting to public session at 7:17 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 7:18 p.m. on a motion by Loretta Reed, seconded by Brian Williams.

Motion carried by unanimous voice vote.

Respectfully submitted,

Tim Mantz  
Business Administrator/ Board Secretary