

ALPHA BOROUGH PUBLIC SCHOOL BOARD OF EDUCATION

Regular Meeting Minutes – May 6, 2025 at 7:00 p.m.

Approved May 20, 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

Brian Williams

Absent

Patrick Smith

Others Present

Seth Cohen, Chief School Administrator

Tim Mantz, Business Administrator/Board Secretary

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.

II. PRESENTATION

Mr. Cohen presented the 2025-26 budget.

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III. APPROVAL OF BOARD MINUTES

Motion made by Jennifer Pettinelli, seconded by Brian Williams, to approve the minutes of the April 15, 2025 regular meeting.

Motion carried by unanimous voice vote.

Motion made by Jennifer Pettinelli, seconded by Loretta Reed, to approve the minutes of the April 15, 2025 executive session.

Motion carried by unanimous voice vote.

IV. COMMUNICATIONS TO THE BOARD

Mr. Cohen received a letter from a parent regarding their student transitioning from PreK to kindergarten next school year.

Christopher McGee thanked the grandparents of a student for their \$100 donation to the Drama Club.

V. OLD BUSINESS

None

VI. MONTHLY REPORTS OF BOARD SECRETARY AND TREASURER

None

VII. APPROVAL OF TRANSFERS/LIST OF BILLS

Motion made by Jennifer Pettinelli, seconded by Loretta Reed, to approve the April 16, 2025 through May 6, 2025 current expense bill list for check numbers 21956 to 21979 totaling \$395,459.37.

Motion carried by unanimous roll call vote.

Motion made by Jennifer Pettinelli, seconded by Loretta Reed, to approve budget transfers in the amount of \$10,000 as presented for the period April 16, 2025 through May 6, 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

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IX. CHIEF SCHOOL ADMINISTRATOR'S REPORT

Mr. Cohen said there were no further changes to the policies and regulations on the agenda for approval. He also said that the district is undergoing state testing this week.

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 Lindsey Culcasi, seconded by Loretta Reed, 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 the following policies and regulations:

R 5516	Use of Electronic Communication Devices
R 5533	Student Smoking
R 7441	Electronic Surveillance in School Buildings and on School Grounds
R 9320	Cooperation with Law Enforcement Agencies
P 5111	Eligibility of Resident/Nonresident Students
P 5460	High School Graduation
P 5512	Harassment, Intimidation, of Bullying
P 5533	Student Smoking
P 5701	Academic Integrity
P 7441	Electronic Surveillance in School Buildings and on School Grounds
P 8500	Food Services
P 9163	Spectator Code of Conduct for Interscholastic Events
P 9320	Cooperation with Law Enforcement Agencies

Consent Agenda Motion: BUSINESS AFFAIRS

Motion made by Loretta Reed, seconded by Brian Williams, to approve the following business affairs agenda items **2.1** through **2.10**.

Motion carried by unanimous roll call vote.

2.1 To adopt the following resolution to approve the 2025-26 school district budget:

BE IT RESOLVED to approve the 2025-26 school district budget as follows:

	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

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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.

- 2.2** To approve an agreement with Maschio's Food Service, Inc. to provide operation and management of the district's food service program for the 2025-26 school year, at a total cost of contract of \$95,503.67, for a management fee of \$9,896.70 with no guarantee.
- 2.3** To approve a student lunch price of \$3.50 for the 2025-26 school year.
- 2.4** To approve a student breakfast price of \$2.00 for the 2025-26 school year.
- 2.5** To approve Hillmar, LLC to provide educational specialist services for the 2025-26 school year per the specified rates.
- 2.6** To approve a Shared Services Agreement with the Greenwich Township Board of Education for the purposes of sharing a Speech Therapist for the 2025-2026 school year whereas the Alpha Board of Education will reimburse the Greenwich Township Board of Education an amount not to exceed \$47,200 of the total cost of the overall pay and benefit package of the Speech Therapist provided.
- 2.7** To approve a contract with the Greenwich Township Board of Education to provide speech therapy services for the 2025 extended school year at an hourly rate not to exceed \$50.
- 2.8** To approve SennSysCo LLC to provide IT services for the 2025-26 school year at an hourly rate of \$70.
- 2.9** To approve a memorandum of agreement with the Warren County Special Services School District for related services for the 2025-26 school year on an as needed basis.

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2.10 To approve the Interlocal Services Agreement with the Pohatcong Township Board of Education for contracted School Business Administration Services for the 2025-26 school year at a fee of \$70,000.

Consent Agenda Motion: PERSONNEL AFFAIRS

Motion made by Loretta Reed, seconded by Lindsey Culcasi, to approve the following personnel affairs agenda items **3.1** through **3.8**.

Motion carried by unanimous roll call vote.

3.1 To offer employment to the listed tenured certified staff, for the 2025-2026 school year:

Melissa Bickert
Patricia Cote
Samantha Davis
Stuart Davis
Kimberly Gilles
Laura Griffiths
Kristi Horan
Ernest Kaminski
Jessica Kelliher
Joan Kern
Diane Laustsen
Pamela Lerner Cutarelli
Megan Mason
Kristine McGrath
Brittany Nailos
Sarah Payne
Kelly Phillips
Renee Smith
Jennifer Truby
Lorraine Veal (.5 FTE)
Kimberlee Weiss

3.2 To offer employment to the listed non-tenured certified staff, for the 2025-2026 school year:

Michael Danza
Yuney Lio-Gonzalez
Brianna McAleer
Bryce Parenti
Mary Richardson

3.3 To offer employment to the listed Support Staff for the 2025-2026 school year:

<u>Clerical</u>	<u>Job Title</u>	<u>Months</u>	<u>Salary</u>
Yale, Melissa	Executive Secretary	12	TBD
Ascolese, Bethany	School Secretary	12	TBD

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Treasurer

England, Lorraine	Treasurer		TBD
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Operations

Sorge, Reinhard	Head Custodian	12	TBD
Hoernlein, Charles	Custodian	12	TBD
Rissmiller, Charles	Part-Time Custodian	10	TBD

Aides

Brotzman, Bernard	PT Aide	10	TBD
Collucci, Camie	FT Aide	10	TBD
Frankle, Jodi	FT Aide	10	TBD
Griffiths, Robert	FT Aide	10	TBD
Lawson, Susan	PT Aide	10	TBD
Perez, Yetty	PT Aide	10	TBD
Pursell, Paige	PT Aide	10	TBD

- 3.4** To hire Lori Walker as the Assistant Principal/Supervisor of Instruction for the 2025-26 school year at a salary of \$91,896.
- 3.5** To approve summer hours for Lori Walker from on or about August 7th through August 18th to be paid at an hourly rate of \$57.44.
- 3.6** To approve hiring Stuart Davis as a Summer Custodian, beginning on or after June 10, 2024 through August 31, 2024, at an hourly rate of \$15.49.
- 3.7** To approve hiring Robert Griffiths as a Summer Custodian, beginning on or after June 10, 2024 through August 31, 2024, at an hourly rate of \$15.49.
- 3.8** To approve hiring Nick Rogalski as a Summer Custodian, beginning on or after June 10, 2024 through August 31, 2024, at an hourly rate of \$15.49.

Consent Agenda Motion: SCHOOL AFFAIRS

Motion made by Loretta Reed, 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 placement of the identified student in the Bonnie Brae School district for the 2024-25 school year, beginning on April 21st, at an annual tuition cost of \$75,850 prorated for time in attendance.
- 4.2** 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: 24-25-12 founded and 24-25-13 & unfounded.
- 4.3** To approve the PTO to conduct a Field Day T-Shirts fundraiser until 5/16/25 to raise money for the general fund.

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X. NEW BUSINESS

None

XI. PUBLIC INPUT

None

XII. EXECUTIVE SESSION

Motion made by Loretta Reed, seconded by Brian Williams, to adopt the following resolution to enter into executive session at 7:26 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.

XIII. RECONVENE

Motion made by Brian Williams, seconded by Loretta Reed, to reconvene the meeting to public session at 7:52 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 7:53 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