

ALPHA BOROUGH PUBLIC SCHOOL BOARD OF EDUCATION

Regular Meeting Minutes – June 17, 2025 at 7:00 p.m.

Approved July 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

Brian Williams

Absent

Patrick Smith

Others Present

Seth Cohen, Chief School Administrator

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

None

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III. APPROVAL OF BOARD MINUTES

Motion made by Loretta Reed, seconded by Brian Williams, to approve the minutes of the May 20, 2025 regular meeting.

Motion carried by unanimous voice vote.

Motion made by Loretta Reed, seconded by Brian Williams, to approve the minutes of the May 20, 2025 executive session.

Motion carried by unanimous voice vote.

IV. COMMUNICATIONS TO THE BOARD

None

V. OLD BUSINESS

Mr. Cohen said the playground destruction will begin soon.

VI. MONTHLY REPORTS OF BOARD SECRETARY AND TREASURER

Motion made by Loretta Reed, seconded by Brian Williams, to approve the acceptance of the monthly financial reports of the Board Secretary and the Treasurer for the month of **May 2025** and further that, in compliance with NJAC 6A:23A-16.10c3, the Board of Education certifies that as of **May 31, 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.

Motion carried by unanimous roll call vote.

VII. APPROVAL OF TRANSFERS/LIST OF BILLS

Motion made by Loretta Reed, seconded by Brian Williams, to approve the May 21, 2025 through June 17, 2025 current expense bill list for check numbers 21998 to 22048 totaling \$775,409.91.

Motion carried by unanimous roll call vote.

Motion made by Loretta Reed, seconded by Brian Williams, to approve budget transfers in the amount of \$12,362.72 as presented for the period May 21, 2025 through June 17, 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.

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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 Loretta Reed, seconded by Brian Williams, 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 Chief School Administrator and the Business Administrator to issue checks and make budget transfers necessary to close out the 2023-24 school year.
- 2.2** To authorize the Business Administrator to close the petty cash account as of June 30, 2024 and reopen the 2024-25 petty cash account in the amount of \$200 as of July 1, 2024.
- 2.3** To approve a nursing service agreement with Best Choice Home Care, LLC for the 2025-26 school year, on an as needed basis, at an hourly rate of \$72.
- 2.4** To approve a withdrawal from the capital reserve account in an amount not to exceed \$50,000 to help fund the new playground.

Consent Agenda Motion: PERSONNEL AFFAIRS

Motion made by Loretta Reed, seconded by Brian Williams, to approve the following personnel affairs agenda items **3.1** through **3.7**.

Motion carried by unanimous roll call vote.

- 3.1** 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	\$57,961
Ascolese, Bethany	School Secretary	12	\$37,885
<u>Treasurer</u>			
England, Lorraine	Treasurer		\$5,466
<u>Operations</u>			
Sorge, Reinhard	Head Custodian	12	\$62,933
Hoernlein, Charles	Custodian	12	\$37,885

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Rissmiller, Charles	Part-Time Custodian	10	\$17.09/hr
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Aides

Brotzman, Bernard	PT Aide	10	\$16,320
Collucci, Camie	FT Aide	10	\$26,010
Frankle, Jodi	FT Aide	10	\$26,010
Griffiths, Robert	FT Aide	10	\$26,010
Lawson, Susan	PT Aide	10	\$16,320
Perez, Yetty	PT Aide	10	\$16.06/hr
Pursell, Paige	PT Aide	10	\$16,320

- 3.2** To approve Newman Associates to provide School Psychologist services for the time period of July 1, 2025 through August 31, 2025 at a rate of \$350 per evaluation and \$70 per hour for any additional hours needed.
- 3.3** To accept the resignation of Michael Danza effective 6/6/25.
- 3.4** To hire Tammy McGee as a part-time permanent substitute for the 2025-26 school year at a daily rate of \$160 for three days a week.
- 3.5** To hire Amy Jo Trimmer as a part-time permanent substitute for the 2025-26 school year at a daily rate of \$160 for three days a week.
- 3.6** To hire Hale Amplo as teacher for the 2025-26 school year at Step E, MA.
- 3.7** To hire Nicholas Scaturro as a special education teacher for the 2025-26 school year at Step E, BA+15.

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 **4.8**.

Motion carried by unanimous roll call vote.

- 4.1** To approve the placement of the identified student in the Cambridge School for the 2025-26 school year at an annual tuition of \$60,900.
- 4.2** To approve the 2025-26 school year calendar.
- 4.3** To approve the Statement of Assurance for the 2025-26 school year.
- 4.4** To appoint Seth Cohen as the Affirmative Action Officer for the 2025-26 school year.
- 4.5** To authorize the Affirmative Action Team to conduct the needs assessment and develop the CEP.
- 4.6** To authorize the submission of the proposed CEP.
- 4.7** To approve Seth Cohen, Lori Walker and Melissa Yale as Affirmative Action Team members.
- 4.8** To approve the School Needs Assessment.

X. NEW BUSINESS

The day for Juneteenth will be observed on June 20th. All 12 month support staff will have until August to use any remaining 2024-25 vacation days.

XI. PUBLIC INPUT

None

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XII. EXECUTIVE SESSION

Motion made by Brian Williams, seconded by Loretta Reed, to adopt the following resolution to enter into executive session at 7:17 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 8:26 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 8:27 p.m. on a motion by Brian Williams, seconded by Loretta Reed.

Motion carried by unanimous voice vote.

Respectfully submitted,

Tim Mantz
Business Administrator/ Board Secretary