

# **ALPHA BOROUGH PUBLIC SCHOOL BOARD OF EDUCATION**

**Regular Meeting Minutes – August 12, 2025 at 7:00 p.m.**

**Approved September 16, 2025**

## **I. INTRODUCTORY ITEMS**

### **CALL TO ORDER:**

President, Christopher McGee called the meeting to order at 7:01 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  
Lindsey Culcasi  
Loretta Reed  
Brian Williams

#### Absent

Vice-President, Jennifer Pettinelli  
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**

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 July 15, 2025 regular meeting.

Motion carried by unanimous voice vote.

Motion made by Loretta Reed, seconded by Brian Williams, to approve the minutes of the July 15, 2025 executive session.

Motion carried by unanimous voice vote.

**IV. COMMUNICATIONS TO THE BOARD**

None

**V. OLD BUSINESS**

Mr. Cohen said there was nothing further to do regarding the playground until the materials have been delivered.

**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 **July 2025** and further that, in compliance with NJAC 6A:23A-16.10c3, the Board of Education certifies that as of **July 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 Lindsey Culcasi, to approve the July 16, 2025 through August 12, 2025 current expense bill list for check numbers 22111 to 22151 totaling \$167,965.85.

Motion carried by unanimous roll call vote.

**VIII. PUBLIC INPUT**

Jessy Rush asked about the possibility of starting a 4H club at the school. Mr. Cohen said that he would reach out to her to discuss.

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**IX. CHIEF SCHOOL ADMINISTRATOR’S REPORT**

Mr. Cohen said the district did a tabletop exercise with a representative from the County School Safety Committee.

Mr. Cohen said that the district is three aides short for the upcoming year and gave the dates for upcoming events at the school such as “Kindergarten Roundup” and the PreK orientation.

**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 Loretta Reed, seconded by Brian Williams, to approve the following board affairs agenda items **1.1** through **1.3**.

Motion carried by unanimous roll call vote.

**1.1** To approve the first reading of the following policies and regulations:

P 0174	Legal Services
P 0177	Professional Services
P&R 1570	Internal Controls
P 1620	Administration
P 1636.01	Notification of Promotion, New Job, and Transfer Opportunities
P 2422	Statutory Curricular Requirements
P&R 5117	Interdistrict Public School Choice
P 5339.01	Student Sun Protection
P&R 6111	Special Education Medicaid Initiative (SEMI) Program
P&R 6220	Budget Preparation
R 2431.4	Prevention & Treatment of Sports-Related Concussions & Head Injuries

**1.2** To approve the application for the Literacy Coach Grant.

**1.3** To approve the submission and acceptance of the application for “Elementary and Secondary Education Act” (ESEA) fiscal year 2026 in the following amounts:

Title I:	\$ 56,462
Title IIA:	\$ 8,530
Title III:	\$ 323
Title IV:	\$ 10,000
Total Allocation:	\$ 75,315

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**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 **3.3**.

Motion carried by unanimous roll call vote.

**3.1** To approve Susan Pensack to provide child study team services for the 2025-26 school year at an hourly rate of \$70 and \$475 per completed evaluation and report.

**3.2** To accept Paige Pursell's letter of resignation effective immediately.

**3.3** To hire Claire Haney as a leave replacement teacher for the 2025-26 at Step E, BA.

**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 **4.7**.

Motion carried by unanimous roll call vote.

**4.1** To approve the placement of the identified students in the Phillipsburg School District's ESY'25 program at a cost of \$11,906.54 and personal aide cost of \$5,077.12 for a total cost of \$16,983.66.

**4.2** To approve the placement of the identified student in the Clinton Glen Gardner School District's multiple disability program for the 2025-26 school year at an annual tuition cost of \$45,951 and personal aide cost of \$49,571.

**4.3** To approve the placement of the identified students in the Greenwich Township School District's special education program at an annual tuition cost of \$40,000 per student and personal aide cost of \$35,000 per student.

**4.4** To approve the placement of the identified student in the Warren Glen Academy for the 2025-26 school year at an annual tuition cost of \$58,320.

**4.5** To approve the 2025-2026 tuition contract with the Warren County Technical School District for 22 students at an annual tuition rate of \$3,000 per student, plus prior year adjustments in the amount of (\$9,135) for a total of \$56,865.

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

- i. AYAA on Monday through Thursday from 10/20/25 to 12/19/25 from 4:00 pm to 9:00 pm and Friday's from 4:00 pm to 6:00 pm in the gym for basketball practices and games.
- ii. PTO on 9/26/25, 11/14/25, 1/23/26, 3/27/26 and 5/29/26 in the cafeteria during lunch periods for the school store.
- iii. PTO on 9/26/25 from 6:00 pm to 8:00 pm in the gym and cafeteria for the PK-4<sup>th</sup> grade back to school dance.
- iv. PTO on 9/19/25 from 6:00 pm to 8:00 pm in the gym and cafeteria for the 5-8<sup>th</sup> grade back to school dance.
- v. PTO on 9/18/25 during back to school night in the foyer to provide information on the PTO and offer items for sale.

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

- PTO to sell “Birthday Grams” through the school year to raise money for the general fund.
- PTO to conduct a fundraiser during back to school night to raise money for the general fund.
- PTO to run the school store on 9/16/24, 11/14/25, 1/23/26, 3/27/26 and 5/29/26 to raise money for the general fund.

**X. NEW BUSINESS**

Mr. Cohen said there have been issues with Genesis with newly enrolled students and that he will be meeting with them to resolve.

Mr. Cohen told the Board he would like to implement a “Pick Up Patrol” app which would allow parents to notify the district if they are calling out their student or picking their student up early. He believes it would make the process more efficient.

Christopher McGee said that Councilman Michael Schwar reached out to him as the Board of Education liaison for the Town Council and asked if there was anything the Council could help the Board with.

**XI. PUBLIC INPUT**

Jessy Rush asked who handled fundraising for the district. Mr. Cohen said that the PTO handled the majority of the fundraising and, should she have ideas, to reach out to them.

**XII. NJSBA REPRESENTATIVE TO DISCUSS BOE GOAL SETTING AND MEMBER TRAINING**

New Jersey School Boards representative Kelly Mitchell led a discussion regarding the Board’s self-evaluation and process for establishing goals for the year.

**XIII. ADJOURNMENT**

There being no further business to come before the Board, the meeting was adjourned at 8:08 p.m. on a motion by Loretta Reed, seconded by Lindsey Culcasi.

Motion carried by unanimous voice vote.

Respectfully submitted,

Tim Mantz  
Business Administrator/ Board Secretary