

ALPHA BOROUGH PUBLIC SCHOOL BOARD OF EDUCATION

Regular Meeting Minutes – September 16, 2025 at 7:00 p.m.

Approved October 14, 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

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 Brian Williams, seconded by Loretta Reed, to approve the minutes of the August 12, 2025 regular meeting.

Motion carried by unanimous voice vote.

IV. COMMUNICATIONS TO THE BOARD

The Board received a letter from Danielle Lopazanski expressing interest in the open seat. The Board interviewed the candidate.

V. OLD BUSINESS

None

VI. MONTHLY REPORTS OF BOARD SECRETARY AND TREASURER

Motion made by Jennifer Pettinelli, seconded by Brian Williams, to approve the acceptance of the monthly financial reports of the Board Secretary and the Treasurer for the month of **August 2025** and further that, in compliance with NJAC 6A:23A-16.10c3, the Board of Education certifies that as of **August 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 Jennifer Pettinelli, seconded by Brian Williams, to approve the August 13, 2025 through September 16, 2025 current expense bill list for check numbers 22152 to 22190 totaling \$323,468.12.

Motion carried by unanimous roll call vote.

VIII. PUBLIC INPUT

None

IX. EXECUTIVE SESSION

Motion made by Brian Williams, seconded by Loretta Reed, to adopt the following resolution to enter into executive session at 7:08 p.m. This executive session is expected

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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.

X. RECONVENE

Motion made by Jennifer Pettinelli, seconded by Loretta Reed, to reconvene the meeting to public session at 7:23 p.m.

Motion carried by unanimous voice vote

XI. CHIEF SCHOOL ADMINISTRATOR'S REPORT

Mr. Cohen said the school year is off to a great start.

Mr. Cohen stated that the school is waiting the playground equipment to be delivered. Once that happens, construction will begin.

Mr. Cohen referred to the 6th and 8th grade class trips on the agenda for approval.

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 Lindsey Culcasi, to approve the following board affairs agenda items **1.1** through **1.4**.

Motion carried by unanimous roll call vote.

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- 1.1** To approve changing October's regular meeting from the 21st to the 14th.
- 1.2** To approve the first reading of policy P5410 – Promotion and Retention.
- 1.3** To approve Memorandum of Agreement with Law Enforcement.
- 1.4** To appoint Danielle Lopazanski to the open board of education seat.

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 **2.2**.

Motion carried by unanimous roll call vote.

- 2.1** To approve Glen R. Koch and Associates to provide behavioral health services for the 2025-26 school year at a rate of \$105/hr for BCBA services and \$80/hr for LBS services.
- 2.2** To approve a memorandum of agreement with the Warren County Special Services School District for social work services for the 2025-26 school year on an as needed basis at a cost of \$75/hr.

Consent Agenda Motion: PERSONNEL AFFAIRS

Motion made by Brian Williams, seconded by Lindsey Culcasi, to approve the following personnel affairs agenda items **3.1** through **3.15**.

Motion carried by unanimous roll call vote.

- 3.1** To approve supplementing approximately 83% of the 2025-26 base salaries of Bernard Brotzman, Camie Colucci and Jodie Frankle with ESEA Title I funds.
- 3.2** To approve Sarah Payne as a mentor to Hale Amplo for the 2025-26 school year.
- 3.3** To approve Kristine McGrath as a mentor to Claire Haney for the 2025-26 school year.
- 3.4** To approve Sherry Cerami has a part-time aide for the 2025-26 school year at an annual salary of \$16,320.
- 3.5** To approve Kimberly Mavrelos has a part-time aide for the 2025-26 school year at an annual salary of \$16,320.
- 3.6** To approve Mindy Oleszek has a part-time aide for the 2025-26 school year at an annual salary of \$16,320.
- 3.7** To approve Cora Deemer to perform 20 hours of classroom observation during the 2025-26 school year.
- 3.8** To approve Samantha Smith to perform 20 hours of classroom observation during the 2025-26 school year.
- 3.9** To approve Lorraine Veal to attend the AENJ Fall Conference on 10/27/25 & 10/28/25 in Princeton, NJ. Cost is \$165 registration and mileage.
- 3.10** To approve Yuney Lio-Gonzalez FMLA leave of absence from 8/26/25 through 3/31/26.
- 3.11** To approve Jen Truby and Samantha Davis as homebound instructors for the 2025-26 school year to be paid at the contractually hourly rate.
- 3.12** To approve Jennifer Maher as a substitute teacher for the 2025-26 school year.
- 3.13** To approve Deborah Hubler as a substitute teacher for the 2025-26 school year.

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3.14 To approve the following resolution:

Be it hereby resolved, that the Alpha Board of Education approves the memorandum of agreement between the Board and the Alpha Education Association setting forth terms for a new collective negotiations agreement between the parties with a term from of September 1, 2025 through August 31, 2029.

The Board further authorizes the Board President and Board Secretary to execute a final written collective negotiations agreement between the parties, once prepared, that incorporates all of the agreed upon terms.

3.15 To approve the following stipend positions to be paid at the contractual amount:

Testing Coordinator- Sarah Payne
Student Council- Sarah Payne
Dance Club- Diane Laustsen
Safety Patrol- Diane Laustsen
8th grade advisor- Diane Laustsen & Megan Mason
Yearbook Advisor- Sarah Payne and Kristine McGrath
Detention- Sarah Payne
Drama club- Diane Laustsen
Spring Musical- Diane Laustsen
Set Designers- Diane Laustsen
ESL Coordinator – Pam Curatelli
NJHS – Jen Truby
Homework Club – Samantha Davis
Jumpstart – Mary Richardson, Jen Truby & Kristine McGrath

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 **4.11**.

Motion carried by unanimous roll call vote.

- 4.1** To approve the placement of the identified student in the Marie H. Katzenbach School for the Deaf ESY'25 program at a tuition cost of \$4,200 and personal aide cost of \$1,785.
- 4.2** To approve the placement of the identified student in the Phillipsburg School District's multiple disabilities program for the 2025-26 school year at an annual tuition cost of \$26,010 and personal aide cost of \$35,154.
- 4.3** To approve the placement of the identified student in the Phillipsburg School District's multiple disabilities program for the 2025-26 school year at an annual tuition cost of \$26,010 and personal aide cost of \$54,486.
- 4.4** To approve the placement of the identified student in the Phillipsburg School District's multiple disabilities program for the 2025-26 school year at an annual tuition cost of \$26,010.

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- 4.5** To approve the placement of the identified student in the Phillipsburg School District's autistic program for the 2025-26 school year with a personal aide cost of \$13,289.28.
- 4.6** To approve the placement of the identified student in the Phillipsburg School District's learning language disability program for the 2025-26 school year at an annual tuition cost of \$21,963 and personal aide cost of \$36,288.
- 4.7** To approve the placement of the identified student in the Bonnie Brae School District for the period of 9/3/25 through 9/30/25 during the 2025-26 school year at a tuition cost of \$7,961.
- 4.8** To approve the district's non-teaching principal waiver for the 2025-26 school year.
- 4.9** To approve the following building use requests:
- i. PTO on 10/24/25 from 6:00 pm to 8:00 pm in the gym and cafeteria for the grades 5-8 Halloween Dance.
 - ii. PTO on 9/10/25, 10/8/25, 11/12/25, 1/14/26, 2/11/26, 3/11/26, 4/8/26 and 5/13/26 beginning at 6:30 pm in the art room for meetings.
- 4.10** To approve the following fundraiser requests:
- PTO to conduct an "Opt Out" fundraiser throughout the school year to raise money for the general fund.
 - PTO to conduct a membership fundraiser throughout the school year to raise money for the general fund.
 - PTO to conduct a magnet calendar fundraiser throughout the school year to raise money for the general fund.
 - PTO to conduct a Maddalenas fundraiser form 9/18/25 through 10/24/25 to raise money for the general fund.
 - PTO to conduct a "Chipotle Dine Out" on 10/4/25 to raise money for the general fund.
 - PTO to conduct a bake sale beginning on 10/11/25 to raise money for the general fund.
- 4.11** To approve the following field trips:
- 8th grade to Camp Ladore in Waymart, PA on 10/1/25.
 - Kindergarten to the Alpha Firehouse in Alpha, NJ on 10/9/25.
 - Kindergarten to Barnyard Days at the Phillipsburg High School in Phillipsburg, NJ on 5/7/26.
 - 2nd grade to the RVCC Planetarium in Branchburg, NJ on 5/8/26.
 - 6th – 8th grade Safety Patrol to Hershey Park in Hershey, PA in May 2026.
 - 6th grade to Sandy Hook and the NJ Sea Grant Consortium in Highlands, NJ on 5/20/26.
 - 8th grade to Broadway show in New York, NY on April/May 2026.

XII. NEW BUSINESS

None

XIII. PUBLIC INPUT

None

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XIV. ADJOURNMENT

There being no further business to come before the Board, the meeting was adjourned at 7:30 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