

# ALPHA BOROUGH PUBLIC SCHOOL BOARD OF EDUCATION

**Regular Meeting Minutes – December 16, 2025 at 7:00 p.m.  
Approved January 20, 2026**

## **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

Danielle Lopazanski

Patrick Smith

#### Absent

Loretta Reed

Brian Williams

#### 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 Lindsey Culcasi, to approve the minutes of the November 18, 2025 regular meeting.

Motion carried by unanimous voice vote.

Motion made by Patrick Smith, seconded by Lindsey Culcasi, to approve the minutes of the November 18, 2025 executive session.

Motion carried by unanimous voice vote.

**IV. COMMUNICATIONS TO THE BOARD**

None

**V. OLD BUSINESS**

Mr. Cohen said that administration has yet to hear back from the architects regarding the building plan. We will continue to follow up.

**VI. MONTHLY REPORTS OF BOARD SECRETARY AND TREASURER**

Motion made by Patrick Smith, seconded by Lindsey Culcasi, to approve the acceptance of the monthly financial reports of the Board Secretary and the Treasurer for the month of **October 2025** and further that, in compliance with NJAC 6A:23A-16.10c3, the Board of Education certifies that as of **October 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.

Motion made by Patrick Smith, seconded by Lindsey Culcasi, to approve the acceptance of the monthly financial reports of the Board Secretary and the Treasurer for the month of **November 2025** and further that, in compliance with NJAC 6A:23A-16.10c3, the Board of Education certifies that as of **November 30, 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.

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

Motion made by Patrick Smith, seconded by Lindsey Culcasi, to approve the November 19, 2025 through December 16, 2025 current expense bill list for check numbers 22296 to 22339 totaling \$864,266.38.

Motion carried by unanimous roll call vote.

**VIII. PUBLIC INPUT**

None

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

Mr. Cohen thanked the custodians for the great job clearing school grounds of the first snowfall.

**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: PERSONNEL AFFAIRS**

Motion made by Patrick Smith, seconded by Lindsey Culcasi, to approve the following personnel affairs agenda items **3.1** through **3.3**.

Motion carried by unanimous roll call vote.

**3.1** To approve Robert Griffith to perform up to 10 hours of classroom observation during the 2025-26 school year.

**3.2** To approve Alexis Gable as a substitute teacher for the 2025-26 school year.

**3.3** To approve Janice Fantuzzi to provide home instruction services to the identified student for the 2025-26 school year at an hourly rate of \$50.

**Consent Agenda Motion: SCHOOL AFFAIRS**

Motion made by Patrick Smith, seconded by Lindsey Culcasi, to approve the following school affairs agenda items **4.1** through **4.5**.

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 period of 12/1/25 through 12/23/25 during the 2025-26 school year at a tuition cost of \$7,123.

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**4.2** To approve a contract with the Phillipsburg School District for a personal aide for the identified student for the 2025-26 school year at a cost of \$13,289 for January, 2026 through June, 2026.

**4.3** 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 2526-2 and 2526-3.

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

- i. Spring Musical on the identified dates and times beginning on 12/11/25 through 3/26/26 in the gym for practices and performance.
- ii. PTO on 12/19/25 from 10:00 am to 11:00 am in the gym for the Winter Program
- iii. Class of 2026 on 12/15/25 and 12/17/25 in the cafeteria and lobby for the poinsettia sale pick up.
- iv. AYAA from 1/5/26 through 3/5/26 on Mondays through Fridays in the gym from 4:00 pm to 9:00 pm and Fridays in the gym from 4:00 pm to 6:00 pm for basketball practices and games.
- v. AYAA from 1/10/26 through 3/7/26 on Saturdays in the gym from 8:00 am to 3:00 pm for basketball games.

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

- PTO to sell Candy Cane Grams from 12/1/25 through 12/12/25 to raise money for the general fund.
- 8<sup>th</sup> grade class to conduct a poinsettia sale from 12/8/25 to 12/12/25 to raise money for the 8<sup>th</sup> grade trip and graduation.

**X. NEW BUSINESS**

The annual re-organization meeting will be held on January 6<sup>th</sup> at 7:00 pm.

Christopher McGee thanked Patrick Smith for his service to the Board of Education.

**XI. PUBLIC INPUT**

None

**XII. EXECUTIVE SESSION**

Motion made by Patrick Smith, seconded by Lindsey Culcasi, to adopt the following resolution to enter into executive session at 7:12 p.m. This executive session is expected to last about 20 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

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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 Patrick Smith, seconded by Danielle Lopazanski, to reconvene the meeting to public session at 7:29 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 7:30 p.m. on a motion by Patrick Smith, seconded by Lindsey Culcas.

Motion carried by unanimous voice vote.

Respectfully submitted,

Tim Mantz

Business Administrator/ Board Secretary