
SCHOOL ALLIANCE INSURANCE FUND

BOARD OF TRUSTEES' MEETING MINUTES

May 22, 2025

I. Call to Order - Joseph Kelly, Chairperson

The meeting was called to order at 11:03 a.m. by Joseph Kelly, Chairperson.

II. Open Public Meetings Statement - Joseph Kelly, Chairperson

The Open Public Meeting Act was read by Joseph Kelly, Chairperson.

III. Roll Call

<u>Board of Trustees</u>		<u>Attendance</u>
Melissa Wilke	Cinnaminson Township Board of Education	Present
Patrick Pisano	Freehold Borough Board of Education	Absent
Danielle Tarvin	Lenape Valley Regional School District	Present
Michael Blake	Maple Shade Board of Education	Present
Samantha Dembowski	North Arlington Board of Education	Absent
Staci Horne	Phillipsburg Board of Education	Present
Nicole Petrone	Upper Freehold Regional School District	Present
Chris Heagele	Warren Township Board of Education	Present
Jean Flynn	Washington Township Board of Education	Present

Alternate Board of Trustees

Susan Joyce	Delaware Township Board of Education	Present
Sara Winchester	Ocean County College	Present

Fund Commissioners Present

Kristen Mari	Berlin Borough Board of Education
Theresa Radine	Byram Township School District
Gregory Brennan	High Point Regional School District
Dave Carty	Hoboken Charter School
Lori Tirone	Hope Township Board of Education
Robert Green	Little Egg Harbor Township School District
Barbara Decker	Sparta Township Board of Education
Raymond Slamb	Vernon Township School District

Also Present

Chuck Hartsoe	PEGAS
Kelly Machu	
Barbara Murphy	PEGAS/Risk and Loss Managers, Inc.
Craig Klein	
Paige Berry	Saul Ewing
Robert Granata	Highland Claim Services
Nicole Longacre	Qual-Lynx
Brian Maitland	J.A. Montgomery
Acrisure	Tisa Martin
AJG/Newton	Michael Chymiy
	Donna Huron
	Kimberlee Mafaro

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AJG/Princeton	Barbara Fitzpatrick Amanda DeNapoli Eva Jakowluk Lauren Potts Peggy Jelley
Alliant Insurance	Vicky Sjulander
The Barclay Group	Tim Latimer Lisa Gonteski
Beckerman & Company	Louis Beckerman
Brown & Brown	Bob Gemmell
CBIZ	Bruce Walsh
Conner Strong	Sherry Graiff
EPIC	Judy Pecoraro Chris Homan
Hardenbergh Group	Danielle Colaiani
IMAC	Karen Waters
Polaris Galaxy Group	Justin Gallo
Rue Insurance	Robert Cottone
Scirocco Group	Spiro Molfetas
Treadstone Risk Mgmt.	Giovanni Mancini
Whitney Roddy	Martha Thalheimer

IV. Introduction of Guests

There were no introductions.

V. Approval of Minutes

A. **Approval of the March 20, 2025 Board of Trustees' Open Meeting Minutes.**

Motion to approve the March 20, 2025 Board of Trustees' Open Meeting Minutes.

Moved: Michael Blake

Seconded: Jean Flynn

Vote: Approved: Unanimous Nay: Abstain: S. Joyce

B. **Approval of the March 20, 2025 Board of Trustees' Closed Meeting Minutes.**

Motion to approve the March 20, 2025 Board of Trustees' Closed Meeting Minutes.

Moved: Michael Blake

Seconded: Nicole Petrone

Vote: Approved: Unanimous Nay: Abstain: S. Joyce

VI. Reports

A. **Chairperson – Staci Horne**

Nominating Subcommittee Appointment

Staci Horne appointed the following to the Nominating Committee:

Michael Blake, Maple Shade Board of Education

Jean Flynn, Washington Township Board of Education

Staci Horne, Phillipsburg Board of Education

B. **Secretary - Michael Blake**

There was no report.

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C. Attorney's Report – M. Paige Berry

1. Monthly Report
The report was included in the agenda packet.

D. Treasurer's Report - Barbara Murphy

The Administrator presented the Treasurer's Report and Bill List.

1. Approval of the Bill List for all fund years.
Motion to approve the Bill List for all fund years totaling \$4,190,533.89.
Moved: Jean Flynn
Seconded: Nicole Petrone
Vote: Approved: Unanimous Nay:

E. Administrator - Public Entity Group Administrative Services - Chuck Hartsoe

1. Summary of Topics
Per the memorandum included in the agenda packet.
2025/2026 Fund Year New Business Submissions
The Administrator reviewed the list of entities applying to the Fund. Discussion ensued and the consensus was to approve all applicants that meet SAIF's underwriting and loss control criteria.
Motion to approve all applicants contingent upon each applicant accepting their SAIF assessments and meeting the SAIF's underwriting/loss control criteria.
Moved: Nicole Petrone
Seconded: Jean Flynn
Vote: Approved: Unanimous Nay:

Discussion ensued on moving the meeting time to 10:00 am. The consensus was to move all meetings to 10:00 am and the Administrator will check with facility to confirm availability for May 2026 meeting.

F. Loss Control Specialist - J.A. Montgomery Services

Brian Maitland reviewed the safety director report and noted the remainder of the site surveys are being scheduled to be completed by the end of the 2024/2025 fund year.

G. Managed Care Organization - Qual-Lynx

Nicole Longacre presented the Activity Report and Bill Review Services report included in the agenda packet.

H. Claims Servicing Organization - Highland Claim Services Inc.

There was no report.

I. Old Business

There was no old business.

J. New Business

1. **Motion** to Introduce the 2024/2025 Fund Year Budget Revision #1.
Moved: Melissa Wilke
Seconded: Michael Blake
Vote: Approved: Unanimous Nay:

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The administrator presented the 2025/2026 SAIF program as compared to the current fund year.

2. **Motion** to Introduce the 2025/2026 Fund Year Budget and certify the Assessments.

Moved: Nicole Petrone

Seconded: Michael Blake

Vote: Approved: Unanimous Nay:

3. **Motion** to approve Resolution 24-18 School Excess Liability Fund Membership Renewal.

Moved: Melissa Wilke

Seconded: Danielle Tarvin

Vote: Approved: Unanimous Nay:

K. Claims Sub-Committee Report

Ratification of the Claims Sub-Committee's April 14, 2025 and the May 16, 2025 Meeting Minutes.

Motion to ratify the Claim Sub-Committee's April 14, 2025 and the May 16, 2025 Meeting Minutes.

Moved: Nicole Petrone

Seconded: Sara Winchester

Vote: Approved: Unanimous Nay: Abstain:

L. Public Comment

There was no public comment.

M. Closed Session

Motion to adjourn to Closed Session.

Moved: Melissa Wilke

Seconded: Nicole Petrone

Vote: Approved: Unanimous Nay:

Open Session adjourned at 11:32 a.m.

Motion to resume Open Session.

Moved: Chris Heagle

Seconded: Sara Winchester

Vote: Approved: Unanimous Nay:

Open Session resumed at 11:36 a.m.

VII. Adjournment

Motion to adjourn the meeting.

Moved: Susan Joyce

Seconded: Nicole Petrone

Vote: Approved: Unanimous Nay:

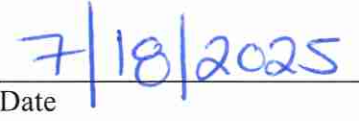
The meeting was adjourned at 11:43 a.m.

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The next meeting will be held Thursday, July 17, 2025 via Zoom.

Respectfully Submitted,


Authorized Signature


Date