

GUTTENBERG BOARD OF EDUCATION

Regular Meeting Minutes

November 13, 2024

Minutes of a regular meeting of the Board of Education of the Town of Guttenberg, in the County of Hudson, N.J., held on Wednesday, November 13, 2024 at 5:00 P.M. local time for the Anna L. Klein School, 301 69th Street, Guttenberg Board of Education.

MEETING OPENING

1.01 Call to Order

President Rogers called the meeting to order at 5:03 pm.

1.02 PLEDGE OF ALLEGIANCE

President Rogers led everyone in the salute to the American Flag and recited the pledge of allegiance.

1.03 Members Present Roll Call

Mrs. Karen Huebsch conducted the roll call.

Upon roll call the following members were present, Trustee Fundora, Garcia-Popiel, Montanez, Sosnowski, Vazallo and President Rogers. Trustee Buitrago, Copeland and Rodriguez were absent.

Board Attorney John Schettino was present.

1.04 OPEN PUBLIC MEETING NOTICE

Mrs. Karen Huebsch announced that this meeting is being called in conformance with the "Open Public Meeting Act," notices were mailed to newspapers, Town Clerk, and all members' two days prior to this meeting.

1.05 APPROVAL OF PREVIOUS MEETING MINUTES OF OCTOBER 9, 2024

President Rogers asked for a motion to approve the meeting minutes of October 9, 2024. Motioned by Trustee Montanez and seconded by Trustee Fundora. Ayes, Trustee Fundora, Garcia-Popiel, Montanez, Sosnowski, Vazallo and President Rogers. Nays, none.

2. EXECUTIVE SESSION

President Rogers requested a motion to enter into an Executive Session to discuss personnel issues.

Motioned by Trustee Montanez and seconded by Trustee Vazallo. Roll call, Ayes, Trustee Fundora, Garcia-Popiel, Montanez, Sosnowski, Vazallo, and President Rogers. Nays, none.

President Rogers requested a motion to reopen the meeting.

Motioned by Trustee Montanez and seconded by Vice President Sosnowski. Roll call, Ayes, Trustee Fundora, Garcia-Popiel, Montanez, Sosnowski, Vazallo, and President Rogers. Nays, none.

3. COMMITTEE REPORTS

3.01 President Rogers asked if any committee members had anything to report.

Trustee Montanez presented her report for the month and discussed the various events to be sponsored by the town as listed:

Christmas Tree Lighting-December 2nd

Santa Ride- December 18th

Annual Toy Drive- December 21st

President Rogers congratulated Vice President Sosnowski, Trustee Copeland and Trustee Vazallo for being elected for their 3 year terms.

3.02 Requisitions to Purchase-Workshops/Inservice Workshops/Supplies

Mrs. Huebsch requested a motion to approve the November requisitions to purchase.

Motioned by Trustee Fundora and seconded by Trustee Montanez. Ayes, Trustee Fundora, Garcia-Popiel, Montanez, Sosnowski, Vazallo and President Rogers Nays, none.

4. ANNOUNCEMENTS

4.01 Business Administrator's Report, Secretary's Report, and Budget and Operations Report

Secretary Mantineo stated that her report is in agreement and on file for the month of October 2024.

BE IT RESOLVED, it is necessary to formally approve the Secretary's Report for the month of October 2024; and

BE IT RESOLVED, Secretary Mantineo stated the Secretary's report is on file and in agreement and certified for the month of October 2024.

BE IT FURTHER RESOLVED, that the Board of Education of the School District of the Town of Guttenberg hereby accepts and approves of the formal adoption of the Secretary's report for October 2024.

4.02 Superintendent's Report

Dr. Rosenberg presented her report for the month.

Dr. Rosenberg went over the HIB report and the QSAC DPR submission was on for approval at tonight's meeting. Dr. Rosenberg stated that was all she had to report.

4.03 HIB Reports

4.03 Approval of HIB Actions and Decisions that the Board of Education Affirms the Superintendent's Decision Regarding the Previous and Current Month's HIB Report

BE IT RESOLVED, that it is necessary to approve the Superintendent's recommendation of the current and prior month's HIB reports and findings, in accordance with In 18A:37-14 and 6A:16-1.3.

4.04 Student Representative Announcements- None

4.05 Other Board of Education Announcements (If Applicable)-None

5. HEARING OF THE CITIZENS

5.03 APPROVAL OF OPENING OF THE HEARING OF THE CITIZENS TO THE PUBLIC

President Rogers stated that each citizen will be granted three (3) minutes if they wish to address the Board. He asked that each citizen state their name and address prior to their comment.

President Rogers requested a motion to Open the Hearing of the Citizens

A motion was made to open the hearing of the citizens to the public by Trustee Montanez and seconded by Trustee Vazallo. Roll call, Ayes, Trustee Fundora, Garcia-Popiel, Montanez, Sosnowski, Vazallo and President Rogers. Nays, none.

Ms. Erin Mooney- GEA President

Ms. Mooney stated she was curious with staffing being an issue and hiring more permanent substitutes presenting a face for our students, and asked if we were utilizing a substitute service?

Dr. Rosenberg stated we had in the past however it didn't come through for us in the past. She continued to state it wasn't a matter of cost but people not showing up. Dr. Rosenberg stated there is a resolution on tonight's meeting for being able to move substitutes around. She continued to state we are posting in a lot of places and previously there was a glitch with an area not clicked on.

Ms. Mooney stated we are all pitching in and given the fact we have another resignation it's a concern.

Dr. Rosenberg stated we are trying the best that we can and are hiring a few additions.

Ms. Mooney stated we are trying to stay on top for the kids and thanked the Board for their time.

A motion was made to close the hearing of the citizens to the public by Trustee Montanez and seconded by Trustee Fundora. Roll call, Ayes, Trustee Fundora, Garcia-Popiel, Montanez, Sosnowski, Vazallo and President Rogers. Nays, none.

6. FINANCE AND OPERATIONS

6.01 Approval of the Claims List for November 2024

BE IT RESOLVED, that the Board hereby approves of the Claims List for November 2024.

President Rogers originally requested to table resolution 6.02, however, Secretary Mantineo stated that there were other important items that needed approval included on the resolution. It was determined to remove ESS Therapy Services from the resolution.

6.02 Contracts

BE IT RESOLVED, that is is necessary to enter into contract agreements with the following vendors for the 2024-2025 school year:

Frontline Education- Applicant Tracking for Internal Employees- 7/1/2024-6/30/2025, \$8,246.70

Frontline Education- Absence & Substitute Management- 8/16/2024-8/15/2025, \$9,201.07

Educator Software Solutions- Annual T-Eval Software for the 2023-2024 school year- \$800.00

Educator Software Solutions-Annual T-Eval Software for the 2024-2025 school year- \$800.00

BE IT FURTHER RESOLVED, that the Board approves of entering into contract agreements with the above mentioned vendors.

Motion as revised to remove ESS Therapy Services from resolution 6.02.

ESS Therapy Services-Additional therapy services for at risk students.

President Rogers requested a motion to remove ESS Therapy Services from the agenda/resolution 6.02

1st: Trustee Montanez

2nd:Trustee Fundora

Ayes, Trustee Fundora, Garcia-Popiel, Montanez, Sosnowski, Vazallo and President Rogers.

6.03 Approval of the List of Fundraising Events and Activities

BE IT RESOLVED, after receiving approval from the Principal and Superintendent, it is necessary to approve the Student Council Fundraisers for the 2024-2025 school year;

BE IT FURTHER RESOLVED, that the Board approves of the Student Council Fundraisers for the 2024-2025 school year.

6.04 Acceptance of Donations for the 2024-2025 School Year-None

6.05 Approval of the Special Education Tuition ContractsAgreements for the 2024-2025 School Year (Bergen County Special Services, Project Appleseed)

BE IT RESOLVED, that is is necessary to enter into a Special Education tuition and services contract agreement for the 2024-2025 school year:

Bergen County Special Services- New Bridges Middle School/High School commencing October 22, 2024 through June 30, 2025 for the cost of \$85,095

Project Appleseed- One Day Professional Development Family Engagement Night-12/9/2024, Reimbursed through 20-233-200-320, \$3,650

BE IT FURTHER RESOLVED, that the Board approves of entering into a Special Education contract agreements.

6.06 Approval to Request the Tax Levy from the Town of Guttenberg for the Months of November and December 2024 in the amount of \$1,924,709.66.

BE IT RESOLVED, that the Board of Education, of the Town of Guttenberg, approves the Request of Tax Levy for November and December 2024, in the amount of **\$1,924,709.66**.

6.07 Approval of Rescinding Resolution Aug28-24-6.11 Quarterhorse E-Rate Fund 471 Form

BE IT RESOLVED, it is necessary to rescind resolution Aug28-24-6.11 Quarterhorse E-Rate Fund 471 for the 2024-2025 school year;

BE IT FURTHER RESOLVED, that the Board approves of rescinding resolution Aug28-24-6.11 Quarterhorse E-Rate Fund 471 for the 2024-2025 school year.

6.08 Approval of the Funding Commitment Decision Letter for Quarterhorse Technology, Inc E-Rate 471 Form

BE IT RESOLVED, it is necessary to approve the E-rate Form 471 Funding Commitment Decision Letter for Quarterhorse Technology, Inc for the 2024-2025 school year not to exceed the following amounts:

Sonicwall and Two Access Points Equipment, Total Cost-\$8,905, USAC E-rate Funded 85%-\$7,569.25
-District Cost-\$1,335.75

BE IT FURTHER RESOLVED, that the Board approves of the E-rate Form 471 Funding Commitment Decision Letter for Quarterhorse Technology, Inc for the 2024-2025 school year.

6.09 Approval of Rescinding Resolution June19-24-6.02 T-Mobile Three Year Contract

BE IT RESOLVED, it is necessary to rescind resolution June19-24-6.02 T-Mobile Three Year Contract;

BE IT FURTHER RESOLVED, that the Board approves of rescinding resolution June19-24-6.02 T-Mobile Three Year Contract.

6.10 Approval of Entering into a Renewal Service Agreement with T-Mobile for the 2024-2025 School Year

BE IT RESOLVED, it is necessary to enter into a renewal services agreement with T-Mobile for the 2024-2025 school year for the 12 month agreement at the total cost of \$8,980.68;

BE IT FURTHER RESOLVED, that the Board approves of entering into a renewal services agreement with T-Mobile for the 2024-2025 school year.

6.11 Approval of the Projected Early Childhood/Preschool Enrollment for the 2025-2026 School Year

BE IT RESOLVED, it is necessary to approve the projected Early Childhood/Preschool enrollment for the 2025-2026 school year;

BE IT FURTHER RESOLVED, that the Board approves of the projected Early Childhood/Preschool enrollment for the 2025-2026 school year.

6.12 Approval of Entering into a Cooperative Pricing Agreement with Educational Data Services, Inc.

BE IT RESOLVED, it is requested permission be granted to enter into a Cooperative Pricing Agreement with Educational Data Services, Inc at no cost to the district;

BE IT FURTHER RESOLVED, that the Board approves of entering into a Cooperative Pricing Agreement with Educational Data Services, Inc at no cost to the district.

6.13 Approval of Free Field Trip Requests (R. Halliwell, R. Geissler, M. Rivera)

BE IT RESOLVED, the Superintendent is recommending the following free field trip requests for the 2024-2025 school year:

Guttenberg Christmas Tree Lighting Ceremony- December 2, 2024

Weehawken High School - November 12, 2024

BE IT FURTHER RESOLVED, that the Board approves of the free field trip requests as named above.

7. CURRICULUM ADOPTIONS, REVISIONS, PROGRAMS AND EVENTS

7.01 Approval of Curriculum Adoptions, Revisions, Programs and Events-None

7.02 Professional Development-None

7.03 Programs and Events-None

8. POLICY AND LEGISLATION

8.01 Updates and Revisions- None

8.02 Approval of State and Federal Legislation: Mandatory Reporting of State Assessments-Gifted-None

8.03 Approval of the Local Wellness Policy for the 2024-2025 School Year

BE IT RESOLVED, it is annually necessary to approve the Local Wellness Policy for the 2024-2025 school year;

BE IT FURTHER RESOLVED, that the Board approves of the Local Wellness Policy for the 2024-2025 school year.

8.04 Approval of the QSAC DPR Submission for the 2024-2025 School Year

BE IT RESOLVED, it is necessary to approve the QSAC DPR submission for the 2024-2025 school year;

BE IT FURTHER RESOLVED, that the Board approves of the QSAC DPR submission for the 2024-2025 school year.

9. BUILDING AND GROUNDS

9.01 Approval of Building Maintenance Services

BE IT RESOLVED, it is necessary to approve the Emergency and Non Emergency Maintenance Services List:

Cooper Power Systems Preventative Maintenance Contract- 11/1/2024 through 10/31/2025 for the cost of \$1,370.09

EZ Temp- Clogged Drain and Washed Out Pump in Cooler- \$369.98

BE IT FURTHER RESOLVED, that the Board approves the above mentioned Emergency and Non Emergency Maintenance Services List.

10. PERSONNEL/HUMAN RESOURCES

10.01 Approval of the Staff Hirings for the 2024-2025 School Year-(R. Veliz, H. Nadel, L. Alfonseca, L. Zambrano, L. Delgado)

BE IT RESOLVED, the Superintendent is recommending the hiring of the following individuals for the 2024-2025 school year:

Ms. Hannah Nadel- Daily Substitute Instructor commencing 11/14/2024 through 6/24/2025 at \$125 per diem and Substitute Aide at \$18.85 per hour

Ms. Roxana Veliz- Permanent Substitute with Lesson Plans commencing 10/14/2024 through 6/24/2025 at \$175 per diem rate

Ms. Luisina Alfonseca- Permanent Substitute with Lesson Plans commencing 11/14/2024 through 6/24/2025 at \$175 per diem replacing Mr. J Reddy

Ms. Lisset Zambrano- Daily Substitute commencing 11/14/2024 through 6/24/2025 at \$125 per diem

Ms. Lorraine Delgado-School Nurse- commencing upon approval of fingerprints being archived, at the pro-rated salary of \$82,406 BA+ Step 18

BE IT FURTHER RESOLVED, that the Board approves of the above mentioned individuals for the 2024-2025 school year.

10.02 Extra Pay Positions- (Home Instruction, Chess Club Advisor, It's a Wrap, AIM High)

BE IT RESOLVED, the Superintendent is recommending the following extra pay positions for the 2024-2025 school year:

Home Instruction

Ms. Kathryn Moody- commencing October 14, 2024 through June 30, 2025 not to exceed 10 hours per week at the rate of \$55 per hour (Annual cost- not to exceed \$18,150 home instruction may not last all year)

Chess Club Advisor

Ms. Lauren Lara replacing Mr. Troy Gondola commencing 11/14/2024 through 6/30/2025 at the stipend amount of \$800

It's a Wrap Program

Ms. Karla Fonseca -Additional Instructor commencing 11/14/2024 through 4/30/2025 \$55 per hour not to exceed \$2,117.50 reimbursed through Title monies 20-231-100-106

AIM High Program

Ms. Karla Fonseca- Substitute Instructor \$55 per hour not to exceed \$2,420 reimbursed through Title monies 20-231-100-104

BE IT FURTHER RESOLVED, the Board approves of above mentioned extra pay positions for the 2024-2025 school year.

10.03 Step Increments-None

10.04 Student Teachers and Interns- None

10.05 Approval of Teacher Maternity Leave and Science Replacement Instructors for the 2024-2025 School Year (A. Benitez, S. Stevens, A. Samuel)

BE IT RESOLVED, that the Superintendent is recommending approval for the following maternity leave and science replacement instructors for the 2024-2025 school year:

Mr. Asael Benitez commencing 12/3/2024 through 6/24/2025- same salary as before

Ms. Sarah L. Stevens -Permanent Substitute with Lesson plans commencing 11/18/24 or as soon as fingerprints and appropriate paperwork is obtained, at the rate of \$175 per day to replace Ms. Christian-Zhou; Ms. Sarah L. Stevens-will then continue to be a Maternity Leave Replacement Teacher for the remainder of 2024-2025 school year commencing on 12/2/24, or thereafter pending appropriate NJ Teacher Certification is obtained at MA Step 2, \$64, 831 ending on 6/24/25.

Ms. Ashley Samuel, 6th Grade Science Teacher, commencing 11/18/2024 through 6/24/25 at the pro-rated salary of \$68,081 MA Step 7. Pending proper paperwork and fingerprints.

BE IT FURTHER RESOLVED, that the Board approves of the above mentioned maternity leave and science replacement instructors for the 2024-2025 school year.

10.06 Approval of Nurse Course Enrollment Course Enrollment-(C. Martinez)

BE IT RESOLVED, the Superintendent is recommending the approval of the following nurse course enrollment for the 2024-2025 school year:

Ms. Christine Martinez- Spring 2025, New Jersey City University, Science of Health Promotion

BE IT FURTHER RESOLVED, that the Board approves the nurse course enrollment for Ms. Christine Martinez for the 2024-2025 school year.

10.07 Approval of Resignations/Terminations/Retirements- (E. Aguire, G. Peraza)

BE IT RESOLVED, that the Superintendent is accepting the resignations of the following individuals for the 2024-2025 school year:

Lunch Aide

Ms. Elizabeth Aguire- effective 9/5/2024

Teacher

Ms. Gianna Peraza- effective 12/20/24

BE IT FURTHER RESOLVED, that the Board approves of the formal resignations for the above mentioned individuals for the 2024-2025 school year.

10.08 Approval of the Staff Assignments for the Anna L Klein School for the 2024-2025 School Year

BE IT RESOLVED, it is necessary to approve the staff members employed with the Guttenberg Board of Education for the 2024-2025 school year as attached hereto;

BE IT FURTHER RESOLVED, that the Board of Education of the School District of the Town of Guttenberg hereby accepts and approves of the staff members employed with the Guttenberg Board of Education for the 2024-2025 school year as attached hereto.

10.09 Approval of Substitute Teacher for the Daily, Permanent w/o Lesson Plans and Permanent with Lesson Plans to Ensure Coverage for the 2024-2025 School Year

BE IT RESOLVED, the Superintendent is requesting the ability to move substitute instructors within the daily, permanent w/o lesson plans and permanent with lesson plans, which is essential for securing coverage of classes to ensure the safety of the students when a staff member is absent;

Daily Substitute- \$125

Permanent Substitute w/o Lesson Plans- \$150

Permanent Substitute with Lesson Plans-\$175

BE IT FURTHER RESOLVED, that the Board approves of ensuring substitute instructor coverage for classes for the 2024-2025 school year.

11. APPROVAL OF RESOLUTIONS

11.01 Approval of Resolutions on Consent Agenda (Items #4 through #10)

President Rogers requested a motion to approve.

Motioned by Trustee Montanez and seconded by Trustee Fundora. Ayes, Trustee Fundora, Garcia-Popiel, Montanez, Sosnowski, Vazallo and President Rogers. Nays, none.

BE IT RESOLVED, that the Board approves the Consent Agenda Resolution Items #4 through #10.

12. CONFLICTED MATTERS-None

13. NEW BUSINESS

Trustee Fundora announced she would be stepping down from the BOE as of tonight and it was her last meeting. Trustee Fundora handed resignation letters to the Board.

13.01 Approval of a Teacher Hiring for the 2024-2025 School Year (D. Capurso)

BE IT RESOLVED, the Superintendent is recommending the hiring of Mr. Dante Capurso as an Elementary Teacher for the 2024-2025 school year at the pro-rated salary of \$62,781 BA Step 7;

BE IT FURTHER RESOLVED, that the Board approves of the hiring of Mr. Dante Capurso as an Elementary Teacher for the 2024-2025 school year.

13.02 Approval of a Board Trustee Resignation (N. Fundora)

BE IT RESOLVED, it is necessary to formally accept the resignation of Ms. Nicole Fundora as Board Trustee effective November 13, 2024;

BE IT FURTHER RESOLVED, that the Board of Education of the School District of the Town of Guttenberg hereby accepts and approves of the resignation of Ms. Nicole Fundora.

President Rogers requested a motion to approve.

Motioned by Trustee Montanez and seconded by Trustee Fundora. Ayes, Trustee Fundora, Garcia-Popiel, Montanez, Sosnowski, Vazallo and President Rogers. Nays, none.

President Rogers requested a motion to enter into an Executive Session to discuss personnel issues.

Motioned by Trustee Montanez and seconded by Trustee Fundora. Roll call, Ayes, Trustee Buitrago, Copeland, Fundora, Garci-Popiel, Montanez, Rodriguez, Sosnowski, Vazallo, and President Rogers. Nays, none.

Motioned by Trustee Montanez and seconded by Vice President Sosnowski. Roll call, Ayes, Trustee Buitrago, Copeland, Fundora, Garcia-Popiel, Montanez, Rodriguez, Sosnowski, Vazallo, and President Rogers. Nays, none.

14. ADJOURNMENT

14.01

Motion to Adjourn by Vice President Sosnowski and seconded by Trustee Montanez.

Motion unanimously approved by voice roll call vote.

Respectfully submitted,

Jolene Mantineo
Board Secretary

