

GUTTENBERG BOARD OF EDUCATION
Reorganization Meeting Minutes
January 8, 2025

Minutes of a reorganization meeting of the Board of Education of the Town of Guttenberg, in the County of Hudson, N.J., held on Wednesday, January 8, 2025 at 5:00 P.M. local time for the Anna L. Klein School, 301 69th Street, Gutenberg Board of Education.

MEETING OPENING

1.01 Call to Order

Secretary Mantineo called the meeting to order at 5:03 pm.

1.02 PLEDGE OF ALLEGIANCE

Secretary Mantineo led everyone in the salute to the American Flag and recited the pledge of allegiance.

1.03 OATH OF OFFICE

Secretary Mantineo administered the oath of office to Trustees Rita Copeland, Jean T. Sosnowski and Claudia Vazallo.

1.04 Members Present Roll Call

Mrs. Karen Huebsch conducted the roll call.

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

Board Attorney John Schettino was present.

1.05 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.

1.06 PURPOSE OF THE MEETING

The purpose of this meeting is to administer the Oath of Office to the newly elected Board of Education members, elect a President and Vice President of the Board, appoint Committee Chairpeople, Administrative Committees, Payment of Claims and Resolutions.

1.07 APPROVAL OF PREVIOUS MEETING MINUTES OF DECEMBER 11, 2024

Mrs. Huebsch asked for a motion to approve the meeting minutes of December 11, 2024. Motioned by Trustee Montanez and seconded by Trustee Buitrago. Ayes, Trustee Buitrago, Copeland, Montanez, Sosnowski, Vazallo and Rogers. Nays, none.

1.08 NOMINATION AND ELECTION OF A PRESIDENT

Secretary Mantineo requests a nomination for President.

A motion was made to nominate Mark Rogers for President by Trustee Montanez and seconded by Trustee Sosnowski. Roll call, Ayes, Trustee Buitrago, Copeland, Montanez, Sosnowski, Vazallo and Rogers.

Secretary Mantineo requests any additional nominations for President.

Secretary Mantineo then requests a motion to close the nominations for President. A motion was made to close the nominations for President by Trustee Montanez and seconded by Trustee Sosnowski. Roll call, Ayes, Trustee Buitrago, Copeland, Montanez, Sosnowski, Vazallo and Rogers.

Secretary Mantineo then requests a motion for the Board election of Mark Rogers as President of the Guttenberg Board of Education. A motion was made by Trustee Sosnowski and seconded by Trustee Montanez. Roll call, Ayes, Trustee Buitrago, Copeland, Montanez, Sosnowski, Vazallo and Rogers.

Mark Rogers is duly elected as President.

1.09 NOMINATION AND ELECTION OF A VICE PRESIDENT

Secretary Mantineo requests a nomination for Vice President.

A motion was made to nominate Jean Sosnowski for Vice President by President Rogers and seconded by Trustee Montanez. Roll call, Ayes, Trustee Buitrago, Copeland, Montanez, Sosnowski, Vazallo and President Rogers.

Secretary Mantineo requests any additional nominations for Vice President.

Secretary Mantineo then requests a motion to close the nominations for Vice President. A motion was made to close the nominations for Vice President by Trustee Montanez and seconded by Trustee Buitrago. Roll call, Ayes, Trustee Buitrago, Copeland, Montanez, Sosnowski, Vazallo and President Rogers.

Secretary Mantineo then requests a motion for the Board election of Jean Sosnowski as Vice President of the Guttenberg Board of Education. A motion was made by Trustee Montanez and seconded by Trustee Buitrago. Roll call, Ayes, Trustee Buitrago, Copeland, Montanez, Sosnowski, Vazallo and President Rogers.

Jean Sosnowski is duly elected as Vice President.

At this time (5:15 pm), Trustee Garcia-Popiel entered the meeting.

President Rogers stated with the open trustee seat vacancy since Ms. Nicole Fundora submitted her resignation, he wished to nominate Ms. Karel Gonzalez as a board trustee. President Rogers stated that Ms. Gonzalez would be a great addition to the BOE.

President Rogers made a motion to nominate Karel Gonzalez for board trustee.

A motion was made by President Rogers and seconded by Trustee Montanez to appoint Karel Gonzalez for the one year unexpired term.

Trustee Buitrago questioned what was going to take place now. A discussion took place.

Roll call, Trustee Buitrago, Copeland, Montanez, Sosnowski, Vazallo and President Rogers.

Secretary Mantineo administered the oath of office to Karel Gonzalez.

2. EXECUTIVE SESSION- None

2. APPOINTMENT OF BOE COMMITTEES

President Rogers appointed the following individuals to serve on the committees:

2.01 Budget/Operations Committee Names

President Rogers
Vice President Sosnowski

2.02 Community, Police Department and Town Council Committee Names

Trustee Montanez- Chairperson
Trustee Garcia-Popiel
Trustee Henry Rodriguez

2.03 Curriculum, Technology and Education Committee Names

Trustee Buitrago
Trustee Copeland

2.04 North Bergen Liaison Name

President Rogers

2.05 PTO Liaison Name

Vice President Sosnowski-Chair
Trustee Copeland
Trustee Montanez

2.06 Negotiation Committee

Vice President Sosnowski
Trustee Montanez
Trustee Rodriguez

Trustee Vazallo

2.07 County Delegate and Alternate

Trustee Garcia-Popiel

Trustee Buitrago-Alternate

2.08 New Jersey School Board Association Delegate and Alternate

Trustee Buitrago

Trustee Montanez-Alternate

2.09 Superintendent Report Committee

Vice President Sosnowski

Trustee Montanez

3. COMMITTEE REPORTS

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

Trustee Montanez stated that covid vaccines and flu shots would be administered January 9, 2025 from 4:00 pm to 6:00 pm.

3.02 Requisitions to Purchase-Workshops/Inservice Workshops/Supplies

Vice President Sosnowski stated she was recommending all requisitions.

Vice President Sosnowski requested a motion to approve all January requisitions to purchase. Motioned by Trustee Montanez and seconded by Vice President Sosnowski. Ayes, Trustee Buitrago, Copeland, Garcia-Popiel, Montanez, Sosnowski, Vazallo and President Rogers Naves, none.

4. ANNOUNCEMENTS

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

No report for the month.

4.02 Superintendent's Report

Dr. Rosenberg presented her report for the month. Dr. Rosenberg mentioned that a State meeting was held to initiate a funding formula for districts concerning mental health services. The state aid numbers will be released in a few weeks and we aren't certain if funding would be reduced. Dr. Rosenberg continued to state that cell phone usage in the classroom was being looked at in the classrooms. Dr. Rosenberg continued to state some big news regarding a mandate to consolidate school districts of 500 or less students. More discussion is taking place with the FAFSA application and that it is targeting immigrants.

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 Buitrago. Roll call, Ayes, Trustee Buitrago, Copeland, Garcia-Popiel, Montanez, Sosnowski, Vazallo and President Rogers. Naves, none.

No citizens addressed the board.

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

6. FINANCE AND OPERATIONS

6.01 Approval of the Claims List for January 2025

BE IT RESOLVED, that the Board hereby approves of the Claims List for January 2025.

6.02 Contracts- None

6.03 Approval of Fundraising Requests for the 2024-2025 School Year

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

NJHS Scholastic Book Fair- March 10th through March 14th, All monies collected will be utilized for the NJHS ceremonies

NJHS Snack Sales at Home Basketball Games- The months of January & February 2025, All monies collected will be utilized for the NJHS ceremonies

THEREFORE BE IT RESOLVED, that the Board approves of the fundraising requests 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 Contracts/Agreements for the 2024-2025 School Year

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

Bergen County Special Services- Augmentative Communication Assessment- \$1,500

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

6.06 Approval to Request the Tax Levy from the Town of Guttenberg for the Months of December and January 2025 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 December 2024 and January 2025, in the amount of **\$1,924,709.66**.

6.07 Authorization of Bank Signatories

BE IT RESOLVED, that the Board approves the authorization of Kearny Bank signatories.

6.08 School Depository

BE IT RESOLVED, that the Board approves of the designation of Kearny Bank as the school depository.

6.09 School Fund Investors

BE IT RESOLVED, that the Board approves and appoints Jolene Mantineo as the school funds investor for the 2024-2025 school year.

6.10 School Newspaper

BE IT RESOLVED, that the Board approves of the Jersey Journal and the Star Ledger was designated as the official newspaper for advertising purposes.

6.11 Board Representatives

BE IT RESOLVED, that the Board approves of the appointment of Board Representatives to serve on County and State committees. Blanca Garcia-Popiel, Monica Buitrago

6.12 Affirmative Action Officer and Public Agency Compliance Officer

BE IT RESOLVED, that the Board approves of Keith Petry as the Affirmative Action Officer and Jolene Mantineo as the Public Agency Compliance Officer.

6.13 Gender Equity Officer

BE IT RESOLVED, that the Board approves Keith Petry as a Gender Equity Officer.

6.14 Approval and Acceptance of ECPA/ELLI Conversion to Preschool Education Aid (PEA) Project Amended Letter of Agreement

BE IT RESOLVED, the Guttenberg Board of Education approves and accepts an agreement with the ECPA/ELLI Conversion to Preschool Education Aid project amendment letter of agreement; and

BE IT RESOLVED, it is necessary to formally accept the funds, terms and conditions specified in the amendment Letter of Agreement (LOA); and

BE IT FURTHER RESOLVED, the amendment to the Letter of Agreement modifies the responsibilities, timelines and expectations of the Guttenberg District under the award of the Early Childhood Program Aid (ECPA) and Early Launch to Learning Initiative (ELLI) funds.

BE IT FURTHER RESOLVED, the Guttenberg district will utilize the funds for one or more of the following:

- * Conduct surveys of the community for the enhancement of the district's understanding of its conversion needs.
- * Hire employee or contract with a consultant to carry out tasks within the scope of the LOA, including development of the district's conversion plan.
- * Pay stipends to current employees to develop the district conversion plan.
- * Draft long-term and short-term goals for conversion to a high quality PEA-eligible preschool program by the 2025-2026 school year, with the capacity to scale up to universal, full-day access for three and four year-olds.
- * May 31, 2025 expend the \$25,000 funding provided to assist with the transition to PEA.

NOW BE IT RESOLVED, that the Board approves and accepts entering into an agreement with the ECPA/ELLI Conversion to Preschool Education Aid Project amendment Letter of Agreement as mentioned above which must be submitted by January 15, 2025.

6.15 Approval of the Submission of the Preschool Early Childhood Program and Early Launch to Learning Initiative Conversion Application for the 2025-2026 School Year

BE IT RESOLVED, it is necessary to approve the submission of the Preschool Early Childhood Program and Early Launch to Learning Initiative Conversion Application for the 2025-2026 school year as prepared by Ms. Ilvea Cruz; and

BE IT FURTHER RESOLVED, that the Board approves the submission of the Preschool Early Childhood Program and Early Launch to Learning Initiative Conversion Application for the 2025-2026 school year.

6.16 Approval of the School Alliance Insurance Fund (SAIF) Extended Liability Coverage for the 2024-2025 School Year

BE IT RESOLVED, it is necessary to approve the School Alliance Insurance Fund proposal for Excess Liability in the amount of \$1,321 for the purchase of the two vehicles for the 2024-2025 school year;

BE IT FURTHER RESOLVED, that the Board approves of the School Alliance Insurance Fund for excess liability in the amount of \$1,321.

6.17 Approval of a Revision to the 2024-2025 School Calendar

BE IT RESOLVED, it is necessary to include a revision to the 2024-2025 school calendar; and

BE IT FURTHER RESOLVED, the revision to be made is to change the June 3, 2025 Primary Election date to June 10, 2025 in which school will be closed.

BE IT FURTHER RESOLVED, that the Board approves of the revision to the 2024-2025 school calendar.

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 Approval of Field Trip Requests for the 2024-2025 School Year

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

Meadowlands Environment Center- CSI 6th Grade G&T-January 10, 2025, \$20 per student

Dickinson High School- Geography Bee 7th & 8th Grade G&T- February 12, 2025, no cost to the district

Meadowlands Environment Center-Solar Astronomy 5th Grade G&T- February 13, 2025, \$20 per student

Meadowlands Environment Center-Environmental Planning- 7th Grade G&T-February 26, 2024

BE IT FURTHER RESOLVED, that the Board approves of the above mentioned field trip requests.

7.04 Approval of the 8th Grade Dinner Dance Event at the Chart House Restaurant

BE IT RESOLVED, the Superintendent is recommending the event request submitted by Ms. Flavia Rios for the 8th Grade Dinner Dance to be held at the Chart House Restaurant; and

BE IT FURTHER RESOLVED, the dinner/dance will be held on June 2, 2025 and transportation will be provided by the town recreation vans/bus.

BE IT FURTHER RESOLVED, the Board approves of the 8th Grade Dinner Dance at the Chart House Restaurant.

7.05 Approval of Acknowledgement of the 2024-2027 Three Year LIEP Bilingual Plan

BE IT RESOLVED, it is necessary to approve the acknowledgement of the 2024-2027 Three Year Bilingual Plan as per the New Jersey Bilingual Education Code (N.J.A.C. 6A:15-1.5)

BE IT FURTHER RESOLVED, that the Board approves the acknowledgement of the 2024-2027 Three Year Bilingual Plan as mentioned above.

8. POLICY AND LEGISLATION

8.01 Approval of the First Reading of a Revision to Various Policies and Code Language

BE IT RESOLVED, after receiving policy alerts from Strauss Esmay Associates, it is necessary to approve the first reading of revisions to various policies including mandatory code language; and

Policy #5512- Harassment, Intimidation or Bullying

P & R # 7441- Electronic Surveillance in School Buildings and On School Grounds

P& R # 9320- Cooperation with Law Enforcement Agencies

Policy #5701- Academic Integrity

BE IT FURTHER RESOLVED, that the Board approves of the first reading of revisions to various policies including mandatory code language.

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

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:

Sal Electric Company, Inc- Emergency Udact/phone lines from programming due to lines in trouble mode- \$1,331

Allied Fire & Safety- After semi annual testing inspection, deficiencies were noted and must be corrected to remain in compliance-\$1,100

Trico Electric LLC- Loss of power to receptacles in classrooms 112 & 208- \$1,855, Trico Electric LLC- support & secure wire mold conduit ceiling in gymnasium- \$597.50

Telworx Communications- Extension 18 not working repair services- \$247.50

F&G Mechanical- Supply and install wall mount controller- \$1,013.02, F&G Mechanical- Breaker in classroom 235 not working properly- \$620.40

EZ Temp- Emergency various heating issues in rooms 124 and 201- Troubleshooting not to exceed \$600

EZ Temp- Emergency no heat in room 124- \$1,970.56

William Guarini Plumbing- Problems with thermostat in rooms 201 & 203- Troubleshooting not to exceed \$600

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

9.02 Approval of Louis Gargiulo, Company Inc Payment Application #1 for the Guidance Suite Office Alterations (Project #03-24-002)

BE IT RESOLVED, that RSC Architects reviewed and submitted Payment Application #1 for Louis Gargiulo, Company Inc that received board approval; and

BE IT FURTHER RESOLVED, that the Board approves the Payment Application #1 for Louis Gargiulo Company, Inc in the amount of \$93,786.00 as attached hereto.

10. PERSONNEL/HUMAN RESOURCES

10.01 Approval of Staff Hires- E. Sanchez

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

Ms. Elana Sanchez- Special Education Aide- \$21,992

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

10.02 Extra Pay Positions- G. D'Annunzio, K. Moody, K. Fonseca, J. Rotunda, N. Abdelaziz, A. Reyes

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

Home Instruction

Ms. Gloria D'Annunzio & Ms. Kathryn Moody, Start Date January 13, 2025 through June 27, 2025, 10 hours weekly, \$55. per hour not to exceed \$11,550

Ms. Karla Fonseca, Start Date January 13, 2025 through June 27, 2025, 5 hours weekly, \$55. per hour not to exceed \$5,775

Aim High Instructors

Ms. Jennifer Rotunda- Replacing Mr. Troy Gondola- January 7th through April 30th \$55. per hour not to exceed \$1,540, Ms. Noor Abdelaziz- Replacing Ms. Gianna Peraza-January 7th through April 30th-\$55. per hour not to exceed \$1,540 and Ms. Angely Reyes- Substitute Instructor-\$55 per hour

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 Leave of Absences- None

10.06 Teacher Course Enrollment/Tuition Reimbursements- None

10.07 Resignations/Terminations/Retirements- (J. Hernandez, I. Salguero)

BE IT RESOLVED, that the Superintendent is accepting the retirements with regret and wishing the best of luck to the following individuals for the 2024-2025 school year:

Teacher

Ms. Jessica Hernandez-Effective June 30, 2025

Custodian

Ms. Ingrid Salguero- Effective February 1, 2025

BE IT FURTHER RESOLVED, that the Board approves of the formal retirements for Ms. Jessica Hernandez and Ms. Ingrid Salguero for the 2024-2025 school year.

11. APPROVAL OF RESOLUTIONS

11.01 Approval of Resolutions on Consent Agenda (Items 4.03 through 10.7)

President Rogers requested a motion to approve.

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

BE IT RESOLVED, that the Board approves the Consent Agenda Resolution Items 4.03 through 10.7.

12. CONFLICTED MATTERS- None

13. NEW BUSINESS

BE IT RESOLVED, effective January 2025, the minimum wage has increased to \$15.49 per hour (0.36 increase) for all of the hourly lunch aides and Ms. Jennifer Brito will receive \$18.49 per hours as Lead Lunch Aide;

BE IT FURTHER RESOLVED, that the Board approves of the minimum wage increase for the 2024-2025 school year.

President Rogers requested a motion to approve.

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

14. ADJOURNMENT

14.01 Motion to Adjourn by President Rogers and seconded by Trustee Montanez.

Motion unanimously approved by voice roll call vote.

Respectfully submitted,

Jolene Mantineo
Board Secretary