

GUTTENBERG BOARD OF EDUCATION
Regular Meeting Minutes
March 19, 2025

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, March 19, 2025 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 5:07 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 Copeland, Garcia-Popiel, Gonzalez, Montanez, Rodriguez, Sosnowski, Vazallo and President Rogers.

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 FEBRUARY 12, 2025

President Rogers asked for a motion to approve the meeting minutes of February 12, 2025. Motioned by Trustee Montanez and seconded by Trustee Vazallo. Ayes, Trustee Copeland, Garcia-Popiel, Gonzalez, Montanez, Rodriguez, Sosnowski, Vazallo and President Rogers. Nays, none.

2. EXECUTIVE SESSION- None

3. COMMITTEE REPORTS

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

Trustee Montanez stated there was going to be an Autism Awareness Day to be held on April 7th from 4:00 pm to 6:00 pm.

Vice President Sosnowski stated that the committee had another negotiation meeting.

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 March requisitions to purchase. Motioned by Trustee Montanez and seconded by Vice President Sosnowski. Ayes, Trustee Copeland, Garcia-Popiel, Gonzalez, Montanez, Rodriguez, Sosnowski, Vazallo and President Rogers Nays, none.

4. ANNOUNCEMENTS

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

BE IT RESOLVED, that it is necessary to formally approve the Secretary's report for the month of February 2025; and

BE IT RESOLVED, Secretary Mantineo stated the Secretary's report is on file and in agreement and certified for the month of February 2025.

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 February 2025.

Secretary Mantineo presented the 2025-2026 tentative budget and announced the public budget hearing would be held on May 7th. She continued to state that of all of her year's formulating budgets, this has been the toughest in history. Secretary Mantineo discussed the State introducing a full day pre-k program and three providers were contacted. The district would also house a class as well which would help us. It was thought that the State would fully fund this program, however, that isn't the case. Secretary Mantineo stated this was the eighth year that the district was able to hold the tax levy again even with all of the cuts and this was a major accomplishment. She continued to thank the board for their patience and this was a group effort with the administration, the board and the staff.

President Rogers thanked Secretary Mantineo and acknowledged her hard work. He continued to state that it was an accomplishment for the tax levy not being increased.

Trustee Montanez agreed that Secretary Mantineo did a very good job with the budget.

Secretary Mantineo thanked the board and stated that it meant a lot to her to have their support.

4.02 Superintendent's Report

Dr. Rosenberg presented her report for the month and invited the board to the Junior National Honor Society which was being held this evening. She stated she didn't have anything further to discuss.

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 Vice President Sosnowski and seconded by Trustee Montanez. Roll call, Ayes, Trustee Copeland, Garcia-Popiel, Gonzalez, Montanez, Rodriguez, Sosnowski, Vazallo and President Rogers. Nayes, 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 Trustee Vazallo. Roll call, Ayes, Trustee Copeland, Garcia-Popiel, Gonzalez, Montanez, Rodriguez, Sosnowski, Vazallo and President Rogers. Nayes, none.

6. FINANCE AND OPERATIONS

6.01 Approval of the Claims List for March 2025

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

6.02 Contracts- None

6.03 Approval of 8th Grade Movie Night Fundraiser for the 2024-2025 School Year

BE IT RESOLVED, the Superintendent and the Principal are recommending the 8th Grade Movie Night Fundraiser to take place on Wednesday, April 16, 2025 in the cafeteria between 4:00 pm through 6:00 pm; and

BE IT FURTHER RESOLVED, all funds collected will be utilized for the 8th Grade Account.

NOW BE IT FURTHER RESOLVED the Board approves of the 8th Grade Movie Night Fundraiser.

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 is is necessary to enter into a Special Education Contract/Agreements for the 2024-2025 school year:

Learn Well Hospital Agreement- Two student commencing February 11, 2025 through March 5, 2025 for one student and March 10, 2025 until further notice for the other student at the hourly rate of \$59.75 per hour

Bergen County Special Services Educational Enterprises- Bilingual Evaluation- for 2 students at \$850 each (1,700)

Dr. Andre J Francois- Bilingual Child Study Team Services Agreement-On an as needed basis, \$1,100 School Psychological Evaluation, \$1,100 Educational Evaluation, \$1,100 Speech Evaluation, \$1,100 Social Evaluation, \$1,100 BDI Evaluation, Translations reports \$80 per page.

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

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

6.07 Approval of a Board Trustee Resignation (M. Buitrago)

BE IT RESOLVED, it is necessary to formally accept the resignation of Ms. Monica Buitrago as Board Trustee effective March 10, 2025;

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. Monica Buitrago.

6.08 Approval of the 2025-2026 Annual School District Budget Statement

BE IT RESOLVED, it is necessary to approve the 2025-2026 budget that has been completed and reviewed;

BE IT RESOLVED, that the amount of moneys estimated to be necessary for the operation of the public school of the Town of Guttenberg, for the year beginning July 1, 2025, exclusive of State, County, Federal, or other funds, Eleven Million Three Hundred Twenty-One Thousand Eight Hundred Twenty-Two Dollars as per itemized budget attached hereto and summarized as follows:

BE IT FURTHER RESOLVED to approve a 2025-2026 school district budget for submission to the voters is as follows:

Operating Budget-	\$32,281,501.00
Special Revenue Budget-	\$ 1,507,506.00
Debt Service Fund-	0
Total Base Budget-	\$33,789,007.00

BE IT FURTHER RESOLVED that the Board acknowledges that 2025-2026 budget as described above results in a general fund tax levy of **\$11,321,822.00**

6.09 Approval of an Enrollment Adjustment for the 2025-2026 Fiscal Year

BE IT RESOLVED, it is necessary to approve an enrollment adjustment for the 2025-2026 School District Budget Statement; and

BE IT FURTHER RESOLVED that all enrollment increases exceeding 1% must be approved and submitted with supporting documentation.

NOW BE IT FURTHER RESOLVED that the Board approves an enrollment adjustment for an enrollment estimate exceeding 1% as stated in the supporting documentation as attached hereto.

6.10 Approval of the Submission of the Early Childhood Preschool Budget Plan for the 2025-2026 School Year

BE IT RESOLVED, it is necessary to approve the submission of the Early Childhood Preschool Budget Plan prepared by Ms. Ilvea Cruz for the 2025-2026 school year;

BE IT FURTHER RESOLVED that the Board approves the submission of the Early Childhood Preschool Budget Plan for the 2025-2026 school year.

6.11 Approval of Boys and Girls Basketball Transportation with HCST

BE IT RESOLVED, it was necessary to enter into an transportation agreement with HCST for the ALK Boys and Girls Basketball for away games; and

BE IT FURTHER RESOLVED, the cost of this service will not exceed \$370.

NOW BE IT RESOLVED, that the Board approves of the payment to HCST for the ALK Boys and Girls Basketball for away games.

6.12 Approval of the Revised School Calendar for the 2024-2025 School Year

BE IT RESOLVED, it is necessary to approve the revision to the ALK School Calendar for the 2024-2025 school year; and

In the event that the two (2) remaining snow/emergency days are not used prior to the Memorial Day holiday weekend, the schedule will be as follows:

Friday, May 23rd - School Closed

Monday, May 26th - School Closed

Tuesday, May 27th - School Closed

If only one (1) snow/emergency day remains then the schedule will be as follows:

Friday, May 23rd - one session day

Monday, May 26th - School Closed

Tuesday, May 27th - School Closed

BE IT FURTHER RESOLVED that the Board approves of the revised ALK School Calendar for the 2024-2025 school year.

6.13 Approval of the School Calendar for the 2025-2026 School Year

BE IT RESOLVED, it is necessary to approve the school calendar for the 2025-2026 school year;

BE IT FURTHER RESOLVED, that the Board approves of the 2025-2026 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-None

7.04 Approval of a Pajama & Book Party and a Family Fitness Morning Event for the 2024-2025 School Year

BE IT RESOLVED, the Superintendent and Principal are recommending the following daytime Parent/Staff/Student Involvement Events for the 2024-2025 school year:

Pajama & Book Party- April 14, 2025 Grades K-2 9:00 am

Family Fitness Morning- April 15, 2025 Grades 3rd & 4th, 9:00 am-10:30 am

BE IT FURTHER RESOLVED, the Board approves of the above mentioned Parent/Staff/Student Involvement Events for the 2024-2025 school year.

7.05 Approval of the Implementation of the Reading Clinic Program for the Fourth & Fifth Grade Students for the 2024-2025 School Year

BE IT RESOLVED, it is necessary to approve the implementation of a Reading Clinic Program for the fourth and fifth grade students for the 2024-2025 school year: and

BE IT RESOLVED, this program will commence March 20, 2025 through June 30, 2025 to provide early intervention for developing skills for a strong foundation in reading.

BE IT FURTHER RESOLVED, the Board approves of the implementation of a Reading Clinic Program for the fourth and fifth grade students for the 2024-2025 school year.

8. POLICY AND LEGISLATION

8.01 Updates and Revisions- None

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 for the 2024-2025 school year:

BE IT RESOLVED, it is necessary to approve the Emergency and Non Emergency Maintenance Services List for the 2024-2025 school year:

Sal Electric Company- Emergency communication fail to the central station- \$260, Emergency Udact in trouble mode- \$260, Emergency Udact in trouble mode with automatic suppression-\$1,355

Lorenzo Construction Corp- Removal of chain link fence, saw cut brick wall, reinstall new opening and close with brick existing open, \$6,300

Trico Electric Company- Proposal for floor box cover removal and added classroom receptacles, \$9,830, Troubleshooting circuit breakers keep tripping \$870.50, Disconnect & remove fire pump motor & installation of a new pump, \$1,022, Removal & replacement of light fixture, \$337.50

Eastern Atlantic States Regional Council of Carpenters Memorandum of Understanding- Allows the Guttenberg Board of Education to employ construction carpenters on an as needed temporary basis.

Eastern Atlantic State Regional Council of Carpenters will follow all Guttenberg Board of Education policies and procedures.

AME Inc.-Emergency Troubleshooting communication failure, \$5,920, Furnish and install window server product key and remote desktop, \$1,325.98

Intelynet, LLC- Keyscan 50 pack fobs, \$1,515

RSC Architects- Guidance Office Professional Fee Services- \$1,425 February, \$1,425 March for a total of \$2,850

RSC Architects- HVAC Assessment- \$31,900

Combustion Service Corp- Troubleshooting too much condensation build up, \$375

Endurance Flooring Proposal- Screen coating of main gym flooring, \$3,410

Malachy Parts & Service- Replacement of broken temperature gauge, \$600.45

JCT Solutions- Salto additional locks in new building, \$14,900.75

BE IT FURTHER RESOLVED, that the Board approves of the above mentioned Emergency and Non Emergency Maintenance Services for the 2024-2025 school year.

BE IT FURTHER RESOLVED, that the Board approves of the above mentioned Emergency and Non Emergency Maintenance Services for the 2024-2025 school year.

10. PERSONNEL/HUMAN RESOURCES

10.01 Approval of a Staff Hiring- (G. Vavarette Velazquez)

BE IT RESOLVED, that the Superintendent is recommending Ms. Gloria Navarrete Velazquez for the position of a lunch aide at the hourly rate of \$15.49 not to exceed 29.75 hours for the 2024-2025 school year;

BE IT FURTHER RESOLVED that the Board approves of Ms. Gloria Navarrete Velazquez for the position of a lunch aide for the 2024-2025 school year.

10.02 Extra Pay Positions- (Parent Event Translator, It's a Wrap Substitute, AIM High Substitute, CST Summer Hours)

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

Special Education Parent Event- Budgetary Account 20-233-200-102-00

Ms. Beatriz Sanchez will provide translation for the Parent Event scheduled for March 18, 2025 at the hourly rate of \$55 and will not exceed \$110

It's a Wrap Program- Substitute

Ms. Genesis Argueta- March 13, 2025 through April 30, 2025- \$55 per hour not to exceed \$385 and will be reimbursed through 20-231-100-106

Aim High Program- Substitute

Ms. Genesis Argueta- March 13, 2025 through April 30, 2025- \$55 per hour not to exceed \$660 and will be reimbursed through 20-231-110-104

Child Study Team Summer Hours- \$55 per hour commencing on July 1, 2025 through August 29, 2025 not to exceed 70 hours not to exceed \$11,550, Ms. Beatriz Sanchez, Social Worker and Mr. Carlos Yopez, School Psychologist;

BE IT FURTHER RESOLVED that the Board approves of the above mentioned individuals for the extra pay positions.

10.03 Approval of a Teacher Step Increment and Salary Increase for the 2024-2025 School Year (S. Spivey)

BE IT RESOLVED, the Superintendent is recommending the Teacher Salary & Step Increment for Ms. Stephanie Spivey moving from Step BA+30 to Step 15 MA in the amount of \$4,500 (3,200 dollar adjustment);

BE IT FURTHER RESOLVED, that the Board approves of the Teacher Salary & Step Increment for Ms. Stephanie Spivey effective February 1, 2025.

10.04 Student Teachers and Interns- None

10.05 Approval of a Personal Matter Leave of Absence Request (V. Cordova)

BE IT RESOLVED, the Superintendent is recommending the following personal matter leave request for the 2024-2025 school year:

Ms. Vilma Cordova- April 17, 2025 through May 30, 2026 with a return date of May 9, 2025

BE IT FURTHER RESOLVED, that the Board approves of the personal matter leave request for Ms. Vilma Cordova.

10.06 Teacher Course Enrollment/Tuition Reimbursements- None

10.07 Resignations/Terminations/Retirements- None

10.08 Approval of the Hiring of Temporary Nightly Hourly Maintenance Workers (Z. Pikunic, M. Cahill)

BE IT RESOLVED, it is necessary to advertise and hire temporary nightly hourly maintenance workers to prepare the building for QSAC;

BE IT FURTHER RESOLVED, the Superintendent is recommending the following part-time temporary nightly maintenance workers:

Mr. Mark Cahill

Mr. Zivko Pikunic

BE IT FURTHER RESOLVED that the Board approves of advertising to hire nightly maintenance workers on a temporary basis at \$20 per hour to prepare the building for QSAC.

11. APPROVAL OF RESOLUTIONS

11.01 Approval of Resolutions on Consent Agenda (Items 4.01 through 10.08)

President Rogers requested a motion to approve.

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

BE IT RESOLVED, that the Board approves the Consent Agenda Resolution Items 4.01 through 10.08.

12. CONFLICTED MATTERS

12.01 Approval of the Use of Facility for the ALK Middle School Talent Show (New Gym)

BE IT RESOLVED, the Superintendent is recommending the following request for the use of facilities for the 2024-2025 school year:

ALK Middle School Talent Show- Monday, March 24, 2025 to be held in the new gym from 4:30 to 7:00 pm.

BE IT FURTHER RESOLVED, that the Board approves of the request for the use of facilities for the ALK Middle School Talent Show for the 2024-2025 school year.

12.02 Approval of the Presence of Law Enforcement for the ALK Middle School Talent Show (New Gym)

BE IT RESOLVED, Mr. Ryan Halliwell and Ms. Marquita Christian-Zhou are requesting the presence of law enforcement for the ALK Middle School Talent Show to be held on March 24, 2025 for grades 6th through 8th from 6:00 pm through 7:00 pm; and

BE IT FURTHER RESOLVED, that the Board approves of requesting the presence of law enforcement for the ALK Middle School Talent Show to be held on March 24, 2025.

Vice President Sosnowski requested a motion to approve.

Motioned by Trustee Vice President Sosnowski and seconded by Trustee Montanez. Ayes, Trustee Copeland, Garcia-Popiel, Gonzalez, Montanez, Rodriguez, Vazallo and Vice President Sosnowski. Recusal vote, President Rogers. Nays, none.

13. NEW BUSINESS

13.01 Approval of Retaining the Services of Intelynet, LLC for the Installation of Additional Cameras for the 2024-2025 School Year

BE IT RESOLVED, it is necessary to retain the services of Intelynet, LLC for the replacement of existing cameras as well as the installation of new cameras not to exceed \$21,500;

BE IT FURTHER RESOLVED that the Board approves of retaining the services of Intelynet, LLC for the replacement and installation of cameras in various locations for the 2024-2025 school year.

Motioned by President Rogers and seconded by Vice President Sosnowski. Ayes, Trustee Copeland, Garcia-Popiel, Gonzalez, Montanez, Rodriguez, 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