

GUTTENBERG BOARD OF EDUCATION
Regular Meeting Minutes
September 10, 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, September 10, 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 5.03 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. Huebsch conducted the roll call.

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

Board Attorney John Schettino was present.

1.04 OPEN PUBLIC MEETING NOTICE

Mrs. 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 AUGUST 27, 2025 MEETING

Mrs. Huebsch asked for a motion to approve the meeting minutes of August 27, 2025. Motioned by Trustee Montanez and seconded by Trustee Travelli. Ayes, Trustee Garcia-Popiel, Gonzalez, Montanez, Rodriguez, Travelli 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 presented her report for the month.

3.02 Requisitions to Purchase-Workshops/Inservice Workshops/Supplies

Trustee Travelli stated she was recommending all requisitions.

President Rogers requested a motion to approve all September requisitions to purchase.

Motioned by President Rogers and seconded by Trustee Garcia-Popiel. Ayes, Trustee Garcia-Popiel, Gonzalez, Montanez, Rodriguez, Travelli and President Rogers. Nays, none.

4. ANNOUNCEMENTS

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

Ms. Fundora gave a report on the building and facilities report consisting of the bathrooms and the compressors.

4.02 Superintendent's Report

Superintendent Mantineo presented her monthly report to the Board. The opening of school went very well. Superintendent Mantineo stated the total enrollment number was 973 and this seems to be across the whole state. Superintendent Mantineo stated there were no HIB's to report. At this time, Superintendent Mantineo had nothing else to report and asked Mr. Petry if he would like to report something.

Mr. Petry discussed with the board the interest in participating in a basketball league since North Bergen would be moving to a new middle school. Mr. Petry wanted to publicly thank Mr. Haines for all of his research with this. Mr. Petry wanted to thank everyone for a wonderful start to the new school year.

4.03 HIB Reports- No Report

5. HEARING OF THE CITIZENS

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. She 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

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

Mrs. Rosa Bamert- Bilingual 2nd Grade Instructor asked the question about the preschool availability and if there was any room for more people.

Superintendent Mantineo stated that the classes were full.

Mrs. Bamert asked if there was a waiting list.

Superintendent Mantineo stated the names should be added to the waiting list and any opening will be contacted.

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

6. FINANCE AND OPERATIONS

6.01 Approval of the Claims List for September 2025

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

6.02 Contracts/Agreements for the 2025-2026 School Year- None

6.03 Approval of the 8th Grade Fundraising Events for the 2025-2026 School Year

BE IT RESOLVED, the Superintendent and Principal are recommending the 8th Grade Fundraising events for the 2025-2026 school year submitted by Ms. Flavia Rios, class advisor;

BE IT FURTHER RESOLVED that the Board approves of the 8th Grade Fundraising events for the 2025-2026 school year.

6.04 None

6.05 Acceptance of Two Monetary Donations from the Hudson County Church Inc for the 8th Grade Account and the Student Council Account

BE IT RESOLVED, it is necessary to formally accept two monetary donations received from Hudson County Church Inc in the amount of \$500 each for the 2025-2026 school year;

BE IT FURTHER RESOLVED, the funds have been deposited into the 8th Grade and Student Council to be utilized for the said accounts.

NOW BE IT RESOLVED that the Board accepts the two monetary donations received from Hudson County Church Inc in the amount of \$500 each.

6.06 Approval of the Special Education Tuition Contracts Agreements for the 2025-2026 School Year (Ridgefield Board of Education)

BE IT RESOLVED, that is is necessary to enter into a Special Education Contract/Agreements for the 2025-2026 school year:

Ridgefield Board of Education Start Date 7/1/2025 through 6/30/2026, Student 1- ESY, \$ 49,373, OT/PT Services \$90 per 30 minute session,\$54,175 ESY full time aide, \$29 per hour part-time aide not to exceed 4.5 hours per day

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

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

6.08 Approval of the Notification of Allocation of the Elementary and Secondary Education Act (ESSEA) Notice for Fiscal Year 2025-2026

BE IT RESOLVED, it is necessary to accept the Notification of Allocation for the Elementary and Secondary Education Act (ESEA) for the 2025-2026 Fiscal Year as listed below:

Title I Part A and Supplemental	\$1,348,585.00
Title II Part A-	122,343.00
Title III	44,455.00
Title III Immigrant	13,893.00
Title IV	77,587.00
Total	\$1,606,863.00

BE IT RESOLVED, that the Board approves of the acceptance of Notification of Allocation for the Elementary and secondary Education Aid (ESEA) for the 2025-2026 Fiscal Year as mentioned above.

6.09 Approval of the Standing Orders and Nursing Interventions for the 2025-2026 School Year

BE IT RESOLVED, Ms. Christine Martinez presented her submission of the Standing Orders and Nursing Interventions for the 2025-2026 school year and it is now necessary to approve the plan;

BE IT FURTHER RESOLVED that the Board approves of the Standing Orders and Nursing Interventions for the 2025-2026 school year as attached hereto.

6.10 Approval of Withdrawal of Surplus Funds into the Capital Reserve Account for the Bathroom Renovation Project

BE IT RESOLVED, it is requested that permission is granted to move surplus funds in the amount of \$2,000,000.00 into the Capital Reserve Account for the bathroom renovations project;

BE IT FURTHER RESOLVED that the Board approves of the withdrawal of surplus funds and placed in the Capital Reserve Account for the bathroom renovations project.

7. CURRICULUM ADOPTIONS, REVISIONS, PROGRAMS AND EVENTS

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

7.02 Approval of the Professional Development Plan and Mentoring Statement of Assurance for the 2025-2026 School Year

BE IT RESOLVED, it is necessary to approve the Professional Development Plan and Mentoring Statement of Assurance for the 2025-2026 school year;

BE IT FURTHER RESOLVED that the Board approves of the Professional Development Plan and Mentoring Statement of Assurance for the 2025-2026 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 Emergency and Non Emergency Maintenance Services for the 2025-2026 School Year

BE IT RESOLVED, it is necessary to approve the Emergency and Non-Emergency Maintenance Services List for the 2025-2026 school year:

Elite Lock Service- Emergency services repair of stairway exit door, total cost of \$655

Tri-State Folding-Emergency services of basketball repair in gym, total cost of \$950

BE IT FURTHER RESOLVED that the Board approves of the above-mentioned Emergency and Non-Emergency Maintenance Services for the 2025-2026 school year.

10. PERSONNEL/HUMAN RESOURCES

10.01 Staff Hires- None

10.02 Extra Pay Positions-A. Vanderbilt, (D. Di Paolo, B. Liller, C. Sancí, C. Camacho-Melendez, M. Orozco, G. Navarrete, K. Villavicencio, Y. Sanchez, A. Blair)

BE IT RESOLVED, the Superintendent is recommending the following individuals for the stipend positions for the 2025-2026 school year:

Ms. Angelica Vanderbilt- Junior National Honor Society Moderator- \$840

Ms. Dawn Di Paolo- This is Us Club- \$840

Ms. Brianna Liller- Choir/Instrumental Music- \$1,680

Ms. Carmelina Sancí- Afterschool Detention- \$2,730

Ms. Melissa Orozco- Saturday Title I Coordinator- \$840

Ms. Ashley Blair- Student Council Moderator- \$1,260

Ms. Christine Camacho-Melendez- ELA Team Leader- \$1,260

DTI Home Instruction

Ms. Yohaira Sanchez- \$25 per hour not to exceed 5 hours per week commencing as soon as possible through June 30, 2026.

Bus Aides- Permanent

Ms. Karina Villavicencio

Ms. Gloria Navarrete- Mornings only

The bus aides will be paid the rate of \$20 per hour.

BE IT FURTHER RESOLVED that the Board approves of the above mentioned individuals for the extra pay stipend positions for the 2025-2026 school year.

10.03 Step Increment-None

10.04 Student Teachers and Interns-None

10.05 Approval of Teacher Maternity Leave Requests- None

10.06 Approval of Nurse Course Enrollment for the 2025-2026 School Year (C. Martinez)

BE IT RESOLVED, the Superintendent is recommending Ms. Christine Martinez, the school nurse to complete her course enrollment at New Jersey City University, Fall 2025, Course-Advanced Health Assessment for the 2025-2026 school year;

BE IT FURTHER RESOLVED that the Board approves the nurse's course enrollment for Ms. Christine Martinez for the 2025-2026 school year.

10.07 Resignations/Terminations/Retirements-None

10.08 Approval of the Hiring of a Board Secretary for the 2025-2026 School Year

BE IT RESOLVED, the Superintendent is recommending the hiring of Mrs. Karen Huebsch for the extra pay position of Board Secretary for the 2025-2026 school year;

BE IT FURTHER RESOLVED that the Board approves of the extra pay position for Mrs. Karen Huebsch as Board Secretary for the 2025-2026 school year.

11. APPROVAL OF RESOLUTIONS

11.01 Approval of Resolutions on Consent Agenda (Items 6.01 through 10.08)

President Rogers requested a motion to approve.

Motioned by President Rogers and seconded by Trustee Travelli. Ayes, Trustee Garcia-Popiel, Gonzalez, Montanez, Rodriguez, Travelli and President Rogers. Nays, none.

BE IT RESOLVED, that the Board approves the Consent Agenda Resolution Items 6.01 through 10.08.

12. CONFLICTED MATTERS- NONE

13. OTHER/NEW BUSINESS

Superintendent Mantineo discussed the 3 resolutions that needed to be added under new business.

13.01 September 11th Town of Guttenberg Memorial Ceremony and Attendance of Anna L. Klein Students

BE IT RESOLVED, it is necessary to acknowledge the solemn significance of September 11th as a day which we should never forget; and

BE IT RESOLVED, the Town of Guttenberg is hosting a memorial ceremony on Thursday, September 11th and the Anna L. Klein School students (50 students) will be walking to Town Hall and attending the memorial services and permission slips were sent to parents/guardians.

BE IT FURTHER RESOLVED that the Board acknowledges the Town of Guttenberg Memorial Services and the Anna L. Klein School Students who will be in attendance.

13.02 Approval of the Hiring of a Teacher Aide for the 2025-2026 School Year (G. Pujols)

BE IT RESOLVED, the Superintendent is recommending the hiring of Ms. Gloria Pujols, (previously hired lunch aide) as a teacher aide at the pro-rated salary of \$24,000 Step 1 commencing September 11, 2025;

BE IT FURTHER RESOLVED that the Board approves of the hiring of Ms. Gloria Pujols for the position of a teacher aide for the 2025-2026 school year.

13.03 Approval of a Revision to the Lead Custodian Additional Work Time (J. Henriquez)

BE IT RESOLVED, the Superintendent has authorized a revised additional half hour to be included for Mr. Joel Henriquez, Lead Custodian for the 2025-2026 school year;

BE IT FURTHER RESOLVED, Mr. Henriquez revised time schedule will include a half hour per morning at 6:30 am which will make his annual salary \$72,922.82.

NOW BE IT RESOLVED that the Board approves of the revised additional half hour to be included for Mr. Joel Henriquez, Lead Custodian for the 2025-2026 school year.

President Rogers requested a motion to approve.

Motioned by Trustee Montanez and seconded by Trustee Travelli. Ayes, Trustee Garcia-Popiel, Gonzalez, Montanez, Rodriguez, Travelli and President Rogers. Nays, none.

14. ADJOURNMENT

14.01 Motion to Adjourn by Trustee Montanez and seconded by Trustee Travelli.

Motion unanimously approved by voice roll call vote.

Respectfully submitted,

Karen Huebsch
Board Secretary