

GUTTENBERG BOARD OF EDUCATION
Reorganization Meeting Minutes
January 7, 2026

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 7, 2026 at 5:15 P.M. local time for the Anna L. Klein School, 301 69th Street, Guttenberg Board of Education.

MEETING OPENING

1.01 Call to Order

Secretary Huebsch called the meeting to order at 5:16 pm.

1.02 ROLL CALL

Secretary Huebsch conducted the roll call.

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

Board Attorney John Schettino was present.

1.03 PLEDGE OF ALLEGIANCE

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

1.04 OATH OF OFFICE

Secretary Huebsch administered the oath of office to Trustees Marisol Montanez, Tracy Rivera, Taylor Rogers and Angela Travelli.

1.05 Members Present Roll Call

Mrs. Karen Huebsch conducted the roll call.

Upon roll call the following members were present, Trustee Garcia-Popiel, Montanez, Rivera, Rogers, Sosnowski, Travelli and Vazallo.

Board Attorney John Schettino was present.

1.06 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.

1.07 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.

1.08 APPROVAL OF PREVIOUS MEETING MINUTES OF DECEMBER 10, 2025

Secretary Huebsch asked for a motion to approve the meeting minutes of December 10, 2025. Motioned by Trustee Montanez and seconded by Trustee Sosnowski. Ayes, Trustee Garcia-Popiel, Montanez, Rogers, Sosnowski, Travelli and Vazallo. Abstain, Trustee Rivera. Nays, none.

1.09 NOMINATION AND ELECTION OF A PRESIDENT

Secretary Huebsch requests a nomination for President.

A motion was made to nominate Angela Travelli for President by Trustee Montanez and seconded by Trustee Garcia-Popiel. Roll call, Ayes, Trustee Garcia-Popiel, Montanez, Rivera, Rogers, Sosnowski, Travelli and Vazallo.

Secretary Huebsch requests any additional nominations for President.

Secretary Huebsch 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 Garcia-Popiel, Montanez, Rivera, Rogers, Sosnowski, Travelli and Vazallo.

Secretary Huebsch then requests a motion for the Board election of Angela Travelli as President of the Guttenberg Board of Education. A motion was made by Trustee Sosnowski and seconded by Trustee

Montanez. Roll call, Ayes, Trustee Garcia-Popiel, Montanez, Rivera, Rogers, Sosnowski, Travelli and Vazallo.

Angela Travelli is duly elected as President.

1.10 NOMINATION AND ELECTION OF A VICE PRESIDENT

Secretary Huebsch requests a nomination for Vice President.

A motion was made to nominate Marisol Montanez for Vice President by President Travelli and seconded by Trustee . Roll call, Ayes, Trustee Garcia-Popiel, Montanez, Rivera, Rogers, Sosnowski, Vazallo and President Travelli.

Secretary Huebsch requests any additional nominations for Vice President.

Secretary Huebsch then requests a motion to close the nominations for Vice President. A motion was made to close the nominations for Vice President by President Travelli and seconded by Trustee Garcia-Popiel. Roll call, Ayes, Trustee Garcia-Popiel, Montanez, Rivera, Rogers, Sosnowski, Vazallo and President Travelli.

Secretary Huebsch then requests a motion for the Board election of Marisol Montanez as Vice President of the Guttenberg Board of Education. A motion was made by President Travelli and seconded by Trustee Garcia-Popiel. Roll call, Ayes, Trustee Garcia-Popiel, Montanez, Rivera, Rogers, Sosnowski, Vazallo and President Travelli.

Marisol Montanez is duly elected as Vice President.

2. APPOINTMENT OF BOE COMMITTEES

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

2.01 Budget/Operations Committee Names

President Travelli
Trustee Garcia-Popiel

2.02 Community, Police Department and Town Council Committee Names

Vice President Montanez- Chairperson
Trustee Garcia-Popiel
Trustee Henry Rodriguez

2.03 Curriculum, Technology and Education Committee Names

Trustee Garcia-Popiel
Trustee Copeland
Trustee Rivera

2.04 North Bergen Liaison Name

President Travelli

2.05 PTO Liaison Name

Trustee Sosnowski
Trustee Copeland
Trustee Rogers

2.06 County Delegate and Alternate

Trustee Rogers
Vice President Montanez-Alternate

2.07 New Jersey School Board Association Delegate and Alternate

Trustee Rivera
Vice President Montanez-Alternate

2.08 Personnel/Negotiation Committee Names

President Travelli- Chairperson
Trustee Rodriguez
Trustee Vazallo

2.09 Committee Report/Requisitions

Trustee Sosnowski-Chairperson
Vice President Montanez-Alternate

2.10 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 2026 requisitions to purchase. Motioned by Trustee Vazallo and seconded by Vice President Montanez. Ayes, Trustee Garcia-Popiel, Montanez, Rivera, Rogers, Sosnowski, Vazallo and President Travelli. Nays, none.

3. EXECUTIVE SESSION- None

4. ANNOUNCEMENTS

4.01 Superintendent's Report

Superintendent Mantineo presented her report for the month and discussed the HIB report with the members. She continued to state the enrollment number was 876 and that everything was going well with the cell phone cabinets. Superintendent Mantineo stated the BA Fundora and her were preparing for the mid year budget review.

4.02 Business Administrator's Monthly Report

BA Fundora stated the Secretary's Report was in Agreement and on file for the month of November 2025.

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

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

BA Fundora gave a facilities update on the building and the bathrooms were in the completion phase.

4.03 Principal's Report

Mr. Petry presented his report for the month.

5. HEARING OF THE CITIZENS

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

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

No citizens addressed the board.

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

6. FINANCE AND OPERATIONS

6.01 HIB Reports

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.

6.02 Approval of the Claims List for January 2026

BE IT RESOLVED, that the Board hereby approves of the Claims List for January 2026.

6.03 Approval of a Revision to a T-Mobile Hotspot Agreement for the 2025-2026 School Year

BE IT RESOLVED, it is necessary to approve a revision to the approved April 9-25 T-Mobile agreement for the 2025-2026 school year as listed below in which the district would now be responsible for the total amount since E-rate has determined they will not cover the costs for the hotspots:

District's total responsibility- Title I Purchased Services \$9,623.88 Carryover and Title I Purchased Services \$3,015-20-231-200-540-00

BE IT FURTHER RESOLVED that the Board approves of the revision to the T-Mobile agreement for the 2025-2026 school year.

6.04 Approval of Entering into a Special Education Bilingual English/Spanish Speech & Language Evaluation with Bergen County Special Services for the 2025-2026 School Year

BE IT RESOLVED, it is necessary to approve of entering into a Special Education Bilingual English/Spanish Agreement Evaluation with Bergen County Special Services for the 2025-2026 school year;

Vendor/School	Contract/Agreement Period	Amount
Bergen County Special Services	Bilingual English Spanish Evaluation 2025-2026 School Year	\$850

BE IT FURTHER RESOLVED that the Board approves of entering into agreement with Bergen County Special Services for the 2025-2026 school year.

6.05 Authorization of Bank Signatories

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

Board President- Angela Travelli

Operating Account, Net Payroll Account, Payroll Agency, Mauro Scholarship Account, Food Service Account.

Business Administrator- Nicole Fundora

All BOE Accounts

Extra Curricular Accounts- ALK School Fund Account, Student Council Account, 8th Grade Accounts, Yearbook Account, Student Activity Account

Jolene Mantineo- Superintendent

Keith Petry- Principal

6.06 School Depository

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

6.07 School Fund Investors

BE IT RESOLVED that the Board approves and appoints Nicole Fundora as the school funds investor for the 2025-2026 school year.

6.08 School Newspaper

BE IT RESOLVED that the Board approves of the Star Ledger Online Services being designated as the official online service for advertising.

6.09 Board Representatives

BE IT RESOLVED that the Board approves of the appointment of Board Representatives to serve on County and State committees:

County Delegate
Taylor Rogers
Marisol Montanez

New Jersey School Boards Association
Tracy Rivera
Marisol Montanez

6.10 Affirmative Action Officer and Public Agency Compliance Officer

BE IT RESOLVED that the Board approves of Keith Petry as the Affirmative Action Officer and Nicole Fundora as the Public Agency Compliance Officer.

6.11 Gender Equity Officer

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

6.12 Notification of Allocation of Bell to Bell Internet Enabled Device Funding for the 2026 Fiscal Year

BE IT RESOLVED, it is necessary to accept the Notification of Allocation from a grant entitled Bell to Bell Internet Enabled Device funds in the amount of \$2,723.42 for the 2026 fiscal year;

BE IT FURTHER RESOLVED that the Board accepts the Notification of Allocation of the Bell to Bell Internet Enabled Device funds in the amount of \$2,723.42.

6.13 Approval of a New Jersey Minimum Wage Increase for Hourly Employees for the 2025-2026 School Year

BE IT RESOLVED, effective January 2026, the minimum wage has increased to \$15.92 per hour (0.43 increase) for all of the hourly lunch aides and Ms. Grismaldy Espinal will be paid \$18.92 per hour as Lead Lunch Aide;

BE IT FURTHER RESOLVED, that the Board approves of the minimum wage increase for the 2025-2026 school year.

7. CURRICULUM ADOPTIONS, REVISIONS, PROGRAMS AND EVENTS

7.01 Approval of Entering into a Car Service Agreement with Anthony's Taxi Service for McKinney Vento Homeless Students

BE IT RESOLVED, after receiving notice concerning homeless students, it was necessary to enter into a car service agreement with Anthony's Taxi Service commencing Monday, December 15, 2025 until further notice at the amount of \$ 100 per trip (\$200 per day)

BE IT FURTHER RESOLVED that the Board approves of entering into a car service agreement with Anthony's Taxi Service for a homeless family until further notice.

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 the 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:

Vendor	Repair/Work Completed	Estimate/Proposal Amount	Emergency/Non Emergency
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Kencor Elevator, LLC	8 hours of troubleshooting on the hydraulic elevator	\$1,200	Emergency
William J. Guarini	No heat on 3rd Floor	\$2,000	Emergency
Lorenzo Construction Corp	Installation of New Garage Doors, electrical pipe and supply 4 pieces of beams to strengthen damaged joints	\$5,600	Non Emergency
Lorenzo Construction Corp	Removal of existing sink and install new cabinet	\$1,450	Non Emergency
Intelynet, LLC	IP Camera	\$1,350	Emergency
Elite Lock Service	File Cabinet	\$215	Emergency
Elite Lock Service	Electric Strike Door #2	\$655	Emergency

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

9.02 Approval of Use of Facilities Request for the National Junior Honor Society

BE IT RESOLVED, the Superintendent and Principal are recommending approval for the Use of Facilities for the hosting of the annual Junior National Honor Society ceremony to be held on March 18, 2026 from 3:30 pm to 7:30 pm to be held in the new gym;

BE IT FURTHER RESOLVED that the Board approves of the Use of Facilities for the hosting of the annual Junior National Honor Society ceremony.

10. PERSONNEL/HUMAN RESOURCES

10.01 Approval of Staff Hirings for the 2025-2026 School Year- N. Hijazi, J. Hernandez, T. Harrigan

BE IT RESOLVED, the Superintendent is recommending the following staff hirings for the 2025-2026 school year:

Name	Position	Salary	Start Date
Ms. Najat Hijazi	Substitute Instructor	\$125 per diem	pending fingerprint approval
Ms. Jessica Hernandez	Substitute Instructor	\$125 per diem	pending archival of fingerprinting

Mr. Thomas Harrigan	Part-Time Custodial Supervisor	\$40 per hour not to exceed 24 hours Boiler License	January 8, 2026
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BE IT FURTHER RESOLVED, the Superintendent and the Principal are 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 the above-mentioned staff hirings for the 2025-2026 school year.

10.02 Extra Pay Positions- I. Lundquist, B. Sanchez

BE IT RESOLVED, the Superintendent is recommending the following extra pay positions for Ms. Beatriz Sanchez and Ms. Isabella Lundquist for the 2025-2026 school year;

Name	Position	Amount	Date
Ms. B Sanchez	Translator	\$56 per hour (for a total of \$84 funding from Title I)	January 12, 2026 from 4:30 pm to 6:00 pm for the Parent Engagement Event
Ms. I. Lundquist	Replacement for Ms. M. Vizacaino for MakeUpWake Up Instructor	\$56 per hour for a total of 35 hours not to exceed \$1,960-20-231-100-103-00	Jan 2026

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

10.03 Step Increments- None

10.04 Student Teachers and Interns- None

10.05 Approval of an Employee Certification of NJFLA for the 2025-2026 School Year- M. Perez
BE IT RESOLVED, after receiving NJFLA leave submission from Mrs. Mirtha Perez, the Superintendent is recommending approval for of the Employee Certification of NJFLA leave;

BE IT FURTHER RESOLVED, Mrs. Mirtha Perez's family leave will commence January 1, 2026 through January 20, 2026.

NOW BE IT FURTHER RESOLVED that the Board approves of the NJFLA leave for Mrs. Mirtha Perez.

10.06 Approval of a Teacher Medical Leave of Absence for the 2025-2026 School Year- R. Bamert

BE IT RESOLVED, the Superintendent is recommending an unexpected medical leave of absence for Mrs. Rosa Bamert for the 2025-2026 school year; and

BE IT FURTHER RESOLVED, it is necessary to approve 15 absence days commencing January 5, 2026 through January 23, 2026 for Mrs. Bamert.

NOW BE IT RESOLVED that the Board approves of the medical leave of absence for Mrs. Rosa Bamert for the 2025-2026 school year.

10.07 Course Enrollment/Tuition Reimbursements- None

10.08 Approval of a Technology Assistant Resignation for the 2025-2026 School Year- F. Rodriguez, A. Ortiz

BE IT RESOLVED, the Superintendent is recommending the resignation of a Technology Assistant and a Special Education Aide for the 2025-2026 school year;

Name	Position	Reason
Mr. Franchesco Rodriguez	Technology Assistant	Resignation-Effective February 9, 2026

Ms. Andrea Ortiz	Special Education Aide	Resignation-Effective January 30, 2026
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BE IT FURTHER RESOLVED that the Board approves of the resignation of Mr. Franchesco Rodriguez as a Technology Assistant and Ms. Andrea Ortiz Special Education Aide for the 2025-2026 school year.

11. APPROVAL OF RESOLUTIONS

11.01 Approval of Resolutions on Consent Agenda (Items 4.02 through 10.8)

President Travelli requested a motion to approve.

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

BE IT RESOLVED, that the Board approves the Consent Agenda Resolution Items 4.02 through 10.8.

12. NEW BUSINESS

12.01 Approval of Entering into Receiving Tuition Agreement with West Milford Board of Education for the 2025-2026 School Year

BE IT RESOLVED, it is necessary to enter into a receiving district agreement with West Milford Board of Education for two students as listed below:

Student 1- Annual Tuition- \$1,560.40 per month from September 4, 2025 through June 1, 2026 total amount of \$15,604 to be paid to the Guttenberg Board of Education

Student 2- Annual Tuition- \$3,031.30 per month from September 4, 2025 through June 1, 2026 total amount of \$30,313 to be paid to the Guttenberg Board of Education

BE IT FURTHER RESOLVED that the Board of Education approves of entering into a receiving district agreement with West Milford Board of Education for two students.

12.02 Approval of a Custodian Certification of NJFLA Leave for the 2025-2026 School Year- M. Hernandez

BE IT RESOLVED, after receiving NJFLA leave submission from Ms. Maria Hernandez, the Superintendent is recommending approval for of the Employee Certification of NJFLA leave;

BE IT FURTHER RESOLVED, Ms. Hernandez's family leave will commence December 15, 2025 through March 9, 2026.

NOW BE IT FURTHER RESOLVED that the Board approves of the NJFLA leave for Ms. Maria Hernandez.

President Travelli requested a motion to approve 12.01 and 12.02.

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

President Travelli thanked everyone for their support and stated it was an honor to serve as Board President and looked forward to continuing to work collaboratively together. She continued that the student successes are the focus and center of attention collectively as a board.

14. ADJOURNMENT

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

Motion unanimously approved by voice roll call vote.

Respectfully submitted,



Karen Huebsch
Board Secretary