

GUTTENBERG BOARD OF EDUCATION
Regular Meeting Minutes
December 13, 2023

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, December 13, 2023 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 5:06 pm.

1.02 Pledge of Allegiance

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

1.03 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.

1.04 Members Present Roll Call

Mrs. Karen Huebsch conducted the roll call.

Upon roll call the following members were present, Trustee Copeland, Garcia-Popiel, Montanez, Sosnowski and President Rogers. Trustee Fundora and Rodriguez were absent. Student Representative Pozo was absent.

Board Attorney John Schettino was present.

1.05 APPROVAL OF PREVIOUS MEETING MINUTES OF OCTOBER 11, 2023

President Rogers asked for a motion to approve the meeting minutes of the November 15, 2023 meeting. Motioned by Trustee Sosnowski and seconded by Montanez. Ayes, Trustee Copeland, Garcia-Popiel, Montanez, Sosnowski and President Rogers. Nays, none.

2. EXECUTIVE SESSION (IF NECESSARY)

2.01 Approval For the Board to Enter into Executive Session

2.02 Approval for the Board to Reconvene the Meeting

3. COMMITTEE REPORTS

President Rogers asked if any committee wished to report.

BUDGET/OPERATIONS REPORT

-No Report

COMMUNITY, POLICE DEPARTMENT AND TOWN COUNCIL COMMITTEE REPORT

Trustee Montanez presented her report for the month. She continued to announce the Guttenberg Recreation Holiday party would take place on Saturday, December 17, 2023 and the Holiday Parade would be held on Wednesday, December 20th.

CURRICULUM, TECHNOLOGY AND EDUCATION COMMITTEE REPORT

-No Report

NORTH BERGEN LIAISON REPORT

-No Report

PTO LIAISON REPORT

-No Report

NEGOTIATION/PERSONNEL COMMITTEE REPORT

-No Report

SUPERINTENDENT REPORT COMMITTEE

-No Report

3.02 Requisitions to Purchase-Workshops/Inservice Workshops/Supplies

President Rogers requested a motion to approve the requisitions to purchase.

Motioned by Trustee Copeland and seconded by Montanez. Ayes, Trustee Copeland, Garcia-Popiel, Montanez, Sosnowski 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 November 2023.

BE IT RESOLVED, it is necessary to approve the November 2023 Secretary's Report is on file and certified.

4.02 Superintendent's Report

Dr. Rosenberg presented her report for the month and wished happy early holidays to all. Dr. Rosenberg gave updates on the SEL goal progress and showed a video of the first pep rally consisting of students and staff. Dr. Rosenberg announced the 3rd grade class as the winners of the decorate the classroom door contest and the toy drive as well as a coat drive taking place. The SGP which is based on teacher score rates was 3.1 meaning the district was above the overall 2.6 effective average. Lastly, Dr. Rosenberg discussed the HIB 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 Announcement-None

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

5. HEARING OF THE CITIZENS

President Rogers announced that any citizen wishing to address the board with a comment or question will be allotted a three-minute timeframe per citizen.

5.01 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.

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

No citizens addressed the board.

5.02 APPROVAL TO CLOSE THE HEARING OF THE CITIZENS TO THE PUBLIC

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

6. FINANCE AND OPERATIONS

6.01 Approval of the Claims List for December 2023

BE IT RESOLVED, that the Board hereby approves of the Claims List for December 2023.

6.02. CONTRACTS

6.02 Approval of the Contracts or Contracted Services for the 2023-2024 School Year

BE IT RESOLVED, that is is necessary to enter into contract agreements with the following vendors for the 2023-2024 school year:

HCST Transportation-Boys & Girls Transport for Basketball Games-12/1/23-1/6/2024-\$150.00 per hour

HSCT Transportation-Bus Drivers-12/1/23-1/6/2024-\$30.00 per hour

Stonegate Associates- Security Assessment-\$4,450

BE IT FURTHER RESOLVED, that the Board approves of entering into contract agreements with the above mentioned vendors for the 2023-2024 school year.

6.03 FUNDRAISING

6.03 Approval of the List of Fundraising Events and Activities (List attached if applicable)- None

6.04 DONATIONS

6.04 Acceptance of Donations for the 2023-2024 School Year- None

6.05 TUITION CONTRACTS

6.05 Approval of the Special Education Tuition Contract for the 2023-2024 School Year

BE IT RESOLVED, that is is necessary to enter into a Special Education contract agreement with the New Jersey Commission of the Blind for the 2023-2024 school year and Rutgers Health for educational services in the amount of \$700; and

BE IT FURTHER RESOLVED, that the Board approves of entering into a Special Education contract agreement with the New Jersey Commission of the Blind and Rutgers University Behavioral Health for the 2023-2024 school year.

6.06 TAX LEVY

6.06 Approval to Request the Tax Levy from the Town of Guttenberg for the Months of December 2023 and January 2024 in the amount of \$1,924,709.66

BE IT RESOLVED, that the Board hereby requests the Tax Levy from the Town of Guttenberg for the months of December 2023 and January 2024 in the amount of \$1,924,709.66.

6.07 Approval of New Jersey's Minimum Wage Increase Effective January 2024

BE IT RESOLVED, that the Board approves of the New Jersey Minimum Wage Increase Effective January 2024.

6.08 Acceptance of Certified November 2023 Election Results

BE IT RESOLVED, it is necessary to accept the following certified November 2023 BOE Election results:

Monica Buitrago-575 votes

Henry Rodriguez- 569 votes

Blanca Garcia-Popiel- 529 votes

Rita Copeland-515 votes

Claudia Vazallo- 522 votes

BE IT FURTHER RESOLVED, that the Board approves the certified November 2023 BOE Election results.

6.09 Acceptance of the Annual Blanket Transfer of Funds

BE IT RESOLVED, that the Board approves of the annual blanket transfer of funds granting the Business Administrator to move funds amongst accounts.

6.10 Approval of the 2024 BOE Meeting Schedule

BE IT RESOLVED, that the Board approves the 2024 BOE Meeting Schedule as listed below:

The following dates were approved by the Guttenberg Board of Education at the regular meeting held on December 12, 2023. Monthly Work/Action and Regular Meetings of the Guttenberg Board of Education of the Town of Guttenberg, in the County of Hudson, State of New Jersey to be held in the Anna L.

Klein School, 301 69th Street, Guttenberg at 5:00 pm, per meeting calendar schedule through December 31, 2024. Action may be taken at any and all meetings.

Regular Public Meetings

January 3, 2024- Reorganization Meeting, February 14, 2024, March 13, 2024- Tentative Budget, April 24-2024- Budget Hearing, May 8, 2024, June 19, 2024, July 31, 2024- Virtual Meeting, August 28, 2024, September 11, 2024, October 9, 2024, November 13, 2024, December 11, 2024

BE IT RESOLVED, that the Board approves the 2024 BOE Meeting Schedule as listed above.

7.01 CURRICULUM ADOPTIONS, REVISIONS, PROGRAMS AND EVENTS

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

7.02 Approval of any Professional Development- None

7.03 Approval of Field Trip Approvals- None

7.04 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-None

9. BUILDING AND GROUNDS

9.01 Approval of Building Maintenance Services

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

William J. Guarini, Inc. Emergency drains backing up-\$451.76, EZ Temp Emergency cafeteria ac not working- \$2,519.98, F&G Mechanical-Emergency science lab excessive heat-\$1,110.00, Trico Electric-IT room- not to exceed \$5,290.00, Trico Electric- New Copier Receptacles- not to exceed \$3,985.00, Kencor Elevator, LLC- Emergency-Active elevator shutoff- \$40.00, Kencor Elevator, LLC- Oil filtrations-not to exceed \$1,530.00, Kencor Elevator, LLC- Card Reader Relay- \$706.58, Kencor Elevator, LLC- Cartop Camera Installation- \$240.00, Elite Lock Service- Emergency- BOE lock not working properly-\$115.00, Elite Lock Service- Window hardware-\$2,340.00, Elite Lock Service-Various items- \$607.00, Elite Lock Service- Replacement of PTFE button- \$537.39, Elite Lock Service- Rekey master cylinder- \$165.00, Elite Lock Service- Room 325 install new bolts- \$230.00

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

9.02 Approval of the Statement of Assurance of the Health and Safety Evaluation of School Buildings Checklist for the 2023-2024 School Year

BE IT RESOLVED, that the Board approves the Statement of Assurance of the Health and Safety Evaluation of School Buildings Checklist for the 2023-2024 school year.

10. PERSONNEL/HUMAN RESOURCES

10.01 Staff Appointments- None

10.02 Approval of Extra Pay Positions

BE IT RESOLVED, the Superintendent is recommending the following extra pay positions for the 2023-2024 school year:

Ms. Leigh Ann Petry-Home Programming- 12/24/2023-6/21/2024-\$55.00 per hour, Ms. Megan Kelly-Home Programming-12/24/2023-6/21/2024-\$18.85 per hour, Ms. Melissa Orozco-Extra Curricular Stipend-Board Games Moderator-12/14/2023-6/21/2024-\$850 as per teachers contract;

BE IT FURTHER RESOLVED, the Board approves of above mentioned extra pay positions for the 2023-2024 school year.

10.03 Step Increment- None

10.04 Student Teachers and Interns- None

10.05 Approval of Leave of Absence

BE IT RESOLVED, that the Superintendent is recommending approval for the following Maternity/Medical Leave requests:

Ms. Rosanna Percontino-Flores- Maternity, Ms. Caroline Bauza- Medical

BE IT FURTHER RESOLVED, that the Board approves the Maternity/Medical Leave requests for the 2023-2024 school year.

10.06 Approval of Course Enrollment and Tuition Reimbursement(List Included, if applicable)- None

10.07 Approval of Workshops-None

10.08 Approval of Resignations/Terminations/Retirements

BE IT RESOLVED, the Superintendent is accepting the resignation of Ms. Ginna Perdomo commencing December 15, 2023;

BE IT FURTHER RESOLVED, that the Board approves the formal resignation for Ms. Ginna Perdomo for the 2023-2024 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 Sosnowski. Ayes, Trustee Copeland, Garcia-Popiel, Montanez, Sosnowski and President Rogers. Nayes, none.

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

12. CONFLICTED MATTERS

12.01A. Approval of a Request for the Use of Facility from the Town of Guttenberg

BE IT RESOLVED, that it is necessary to approve the Use of Facilities from the Town of Guttenberg as listed below:

Winter Arts Concert-December 13, 2023-Winter Sing-Along Concert-December 12, 2023

BE IT FURTHER RESOLVED, that the Board approves the Use of Facilities request submitted to the Town of Guttenberg as mentioned above.

12.02 B. Approval of the Request of the Presence of Law Enforcement

BE IT RESOLVED, it is necessary to approve the Request for the Presence of Law Enforcement from the Town of Guttenberg as listed below:

Winter Sing-A-Long- December 12, 2023-Winter Arts Concert-December 13, 2023

BE IT FURTHER RESOLVED, that the Board approves the Request for the Presence of Law Enforcement from the Town of Guttenberg as listed above.

12.03 C. Approval of the Superintendent's Workshop Request

BE IT RESOLVED, it is necessary to approve the Superintendent's Workshop Request to attend the AC NJASA TECHSPO Registration January 24th-January 26th 2024

BE IT FURTHER RESOLVED, that the Board approve the Superintendent's Workshop Request as mentioned above.

Vice President Sosnowski requested a motion to approve.

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

13. NEW BUSINESS

13.01 Approval of Retaining the Emergency Services of Louis Garguilo Co Inc (Room 205)

BE IT RESOLVED, that it was necessary to retain the emergency services of Louis Garguilo Co Inc for labor and material in Room 205 for damaged ceiling probes in the amount of \$3,385;

BE IT FURTHER RESOLVED, that the Board approves of retaining the emergency services of Louis Garguilo Co Inc.

13.02 Approval of Retaining the Services of William J. Guarini, Inc for Water Fountains in the New Building

BE IT RESOLVED, that the Board approves of retaining the services of William J. Guarini, Inc for the installation of water fountains with bottle fillers on all floors of the new building in the amount not to exceed \$13,530.10.

13.03 Approval of Entering into a Contract Agreement with Hoboken Board of Education for Once Student for the 2023-2024 School Year

BE IT RESOLVED, it is necessary to enter into a tuition contract agreement with Hoboken Board of Education for one student in the amount of \$19,801.00 for the 2023-2024 school year;

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

President Rogers requested a motion to approve resolutions 13.01 through 13.03.

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

14. ADJOURNMENT

14.01

Motion to Adjourn by Trustee Montanez and seconded by Trustee Copeland.

Motion unanimously approved by voice roll call vote.

Respectfully submitted,

Jolene Mantineo
Board Secretary