

GUTTENBERG BOARD OF EDUCATION
Reorganization Regular Meeting Minutes
January 3, 2024

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 3, 2024 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

Secretary Mantineo led everyone virtually 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 Trustee Buitrago, Copeland, Garcia-Popiel, Rodriguez and 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, Fundora, Garcia-Popiel, Montanez, Sosnowski, Rodriguez, Vazallo and President Rogers. Student Representative Pozo was present.

Board Attorney John Schettino was absent, however, another attorney 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 13, 2023

President Rogers asked for a motion to approve the meeting minutes of the December 13, 2023 meeting. Motioned by Trustee Sosnowski and seconded by Rogers. Ayes, Trustee Buitrago, Copeland, Fundora, Garcia-Popiel, Montanez, Sosnowski, Rodriguez, 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.

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.

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, Fundora, Garcia-Popiel, Montanez, Sosnowski, Rodriguez, 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.

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 Garcia-Popiel.

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, Fundora, Garcia-Popiel, Montanez, Sosnowski, Rodriguez, Vazallo and President Rogers.

Jean Sosnowski is duly elected as Vice President.

2. APPOINTMENT OF BOE COMMITTEES

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

2.01 Budget/Operations Committee Names

President Rogers

Trustee Fundora

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

President Rogers stated to dissolve this committee for a later date

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

2.10 Requisitions to Purchase-Workshops/Inservice Workshops/Supplies

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

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

3. EXECUTIVE SESSION (IF NECESSARY)

3.01 Approval For the Board to Enter into Execute Session

A discussion took place concerning the Zero Tolerance hearing concerning a student.

3.02 Approval for the Board to Reconvene the Meeting

4. ANNOUNCEMENTS

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

Secretary Mantineo stated due to the reorganization meeting taking place early in the month, there was no Secretary's Report for this month.

4.02 Superintendent's Report

Dr. Rosenberg presented her report for the month and discussed the HIB's with the board.

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

Student Representative Pozo stated the only comment she had was that the 8th graders were worried about applying to high schools.

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 and asked each citizen state their name and address prior to their comment.

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

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

Mr. Ruddys Andrade- 7100 Blvd East, Guttenberg, NJ

Mr. Andrade congratulated the newly elected board members on behalf of the Mayor & the Town Council. He stated having their input is valuable and he had full confidence in the board going forward.

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

President Rogers requested a motion to Close the Hearing of the Citizens

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

6. FINANCE AND OPERATIONS

6.01 Approval of the Claims List for January 2024

BE IT RESOLVED, that the Board hereby approves of the Claims List for January 2024.

6.02 Approval of the Contracts or Contracted Services for the 2023-2024 School Year-None

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

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

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

BE IT RESOLVED, that it is necessary to enter into a contract agreement with the following vendor for the 2023-2024 school year:

Birch Agency-Special Education Client Staffing Services Agreement-1/2024 through 6/30/2024

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

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

BE IT RESOLVED, that the Board of Education, of the Town of Guttenberg, Approve the Request of Tax Levy for January and February 2024, in the amount of **\$1,924,709.66**.

6.07 Approval of the Authorization of Bank Signatories

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

6.08 Approval of the School Depository

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

6.09 Approval of the School Fund Investors

BE IT RESOLVED, that the Board approves and appoints Jolene Mantineo as the school funds investor for the 2023-2024 school year.

6.10 Approval of 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 Approval of Board Representatives

BE IT RESOLVED, it was necessary for the Board President to appoint Board Representatives to serve on the County and State committees as listed below:

Trustee Garcia-Popiel and Trustee Buitrago- County Delegate and Alternate

Trustee Buitrago and Trustee Montanez- NJSBA Delegate and Alternate

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

6.12 Approval of New Board Member Training

BE IT RESOLVED, that the Board approves of all newly elected board members to attend mandated training within the first year of service.

6.13 Approval of 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.

6.14 Approval of the Gender Equity Officer

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

6.15 Approval of the Submission of the ESEA Consolidated Grant Carry-Over Application for the 2023-2024 School Year

BE IT RESOLVED, it is necessary to approve the submission of the ESEA Consolidated Carry-Over Application for the 2023-2024 school year listed below:

Title I - \$107,107, Title II - \$3,471, Title III - \$253, Title III Immigrant - \$18,885, Title IV - \$1,465

BE IT FURTHER RESOLVED, that the Board approves of the submission of the ESEA Consolidated Carry-Over Application for the 2023-2024 school year.

6.16 Approval of Retaining the Services of Telworx Communications as the E-Rate Provider for the 2023-2024 School Year

BE IT RESOLVED, it is necessary to approve of retaining the services of Telworx Communication as the E-rate Provider for the 2023-2024 school year not to exceed the following amounts:

Basic Maintenance-\$3,657.67, Wiring New Classroom- \$1,094.46

BE IT FURTHER RESOLVED, that the Board approves of retaining the services of Telworx Communication for the 2023-2024 school year.

6.17 Approval of Charter Communication (Spectrum) as the E-Rate Internet Provider of the 2023-2024 School Year

BE IT RESOLVED, it is necessary to approve of retaining the services of Charter Communications (Spectrum) as the E-rate internet provider for the 2023-2024 school year not to exceed the following amounts:

District is responsible for 10% of 21,000 = \$2,100

E-Rate commitment of 90% of \$21,000 = \$18,900

BE IT FURTHER RESOLVED, that the Board approves of retaining the services of Charter Communications (Spectrum) as the E-rate internet provider for the 2023-2024 school year.

6.18 Approval of the North Bergen Tuition Contract for the 2023-2024 School Year

BE IT RESOLVED, it is necessary to enter into a tuition contract agreement with North Bergen Board of Education for the 2023-2024 school year as follows:

General Education High School (9-12)- \$13,500

Cognitive Moderate- \$16,500

Learning Language Disabilities- \$20,000

BE IT FURTHER RESOLVED, that the Board approves of the North Bergen Contract for the 2023-2024 school year.

6.19 Approval of the Acknowledgement of J&D Financial as the Account Manager for Sutherland Consulting Group

BE IT RESOLVED, the District retains Sutherland Consulting Group for the E-rate purposes and now it is necessary to acknowledge J&D Financial(Rosenthal & Rosenthal, Inc), Accounts Manager to support the company with accounts payable/invoicing effective immediately;

BE IT FURTHER RESOLVED, that the Board approves and acknowledges J&D Financial (Rosenthal & Rosenthal, Inc)

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 Approval of the Submission of the Federal American Rescue Safe Return to In-Person Instruction Plan for the 2023-2024 School Year

BE IT RESOLVED, that is is necessary to approve the submission of the Federal American Rescue Safe Return to In-Person Instruction Plan Update for the 2023-2024 school year;

BE IT FURTHER RESOLVED, that the Board approves the submission of the Federal American Rescue Safe Return to In-Person Instruction Plan Update for the 2023-2024 school year.

8. POLICY AND LEGISLATION

8.01 Updates and Revisions- 2023-2024 Biannual Statement of Assurance for the Use of Paraprofessional Staff

BE IT RESOLVED, that the Board approves of the submission of the 2023-2024 Biannual Statement of Assurance for the Use of Paraprofessional Staff.

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 follows:

William J. Guarini Plumbing- Emergency 3rd floor boys restroom backup- not to exceed \$616.22

BE IT FURTHER RESOLVED, that the Board approves of retaining the emergency services of William J. Guarini Plumbing for the 3rd floor boys restroom backup.

9.02 Approval of the AHERA Representative

BE IT RESOLVED, that the Board reappoints Jolene Mantineo as the AHERA Representative.

9.03 Approval of the Right-to-Know Representative

BE IT RESOLVED, that the Board approves to reappoint Jolene Mantineo as a Right-to-Know Representative.

10. PERSONNEL/HUMAN RESOURCES

10.01 Staff Appointments- None

10.02 Approval of Extra Pay Positions- None

10.03 Step Increment- None

10.04 Student Teachers and Interns- None

10.05 Approval of Leave of Absence- None

10.06 Approval of Course Enrollment and Tuition Reimbursement(List Included, if applicable)

BE IT RESOLVED, the Superintendent is recommending the nurse course enrollment for Ms. Christine Martinez for her certification (spring 2024);

BE IT RESOLVED, that the Board approves of the nurse course enrollment for Ms. Christine Martinez.

10.07 Approval of Workshops-None

10.08 Approval of Resignations/Terminations/Retirements- None

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 Buitrago, Copeland, Fundora, Garcia-Popiel, Montanez, Sosnowski, Rodriguez, Vazallo and President Rogers. Nayes, none.

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

12. CONFLICTED MATTERS

12.01 Approval of a Teacher Step Increment and Salary Increase for the 2023-2024 School Year (S. Rotundo)

BE IT RESOLVED, the Superintendent is recommending the Teacher Salary & Step Increment for Mrs. Sharon Rotundo moving from Step 17 BA+30 to Step 17 MA in the amount of \$4,500;

BE IT FURTHER RESOLVED, that the Board approves of the Teacher Salary & Step Increment for Mrs. Sharon Rotundo effective February 1, 2024.

Vice President Sosnowski requested a motion to approve.

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

President Rogers commented on how proud he was of his sister going for her master's and reaching her accomplishment.

13. NEW BUSINESS

13.01 Approval of a Revised 2024 BOE Meeting Schedule

BE IT RESOLVED, that the Board approves the revision of the 2024 BOE Meeting Schedule.

PUBLIC NOTICE-Guttenberg Board of Education

The following dates were approved by the Guttenberg Board of Education at the Reorganization meeting held on January 3, 2024. 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 7, 2024

March 13, 2024- Tentative Budget (Mandatory Ethics Training)

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

Jolene Mantineo

Board Secretary

President Rogers requested a motion to approve:

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

EXECUTIVE SESSION

President Rogers stated at this time the Board would be entering into a closed session and no further action would be taken other than adjournment.

14.01 Approval for the Board to Enter into Executive Session

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

A discussion took place concerning the Zero Tolerance hearing concerning a student.

14.02 Approval for the Board to Reconvene the Meeting to Adjourn

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

15. ADJOURNMENT

15.01

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

Motion unanimously approved by voice roll call vote.

Respectfully submitted,

Jolene Mantineo
Board Secretary