

**MAYWOOD BOARD OF EDUCATION  
MINUTES OF REGULAR MEETING  
November 29, 2023**

The Regular Meeting of the Maywood Board of Education was held on November 29, 2023. President Taylor called the meeting to order at 7:00PM.

**ROLL CALL**

**MEMBERS PRESENT:** Mr. Bendezu, Mr. Cilento, Ms. Kiely, Ms. Stelter, Ms. Padovano, Mr. Taylor and Mr. Velez

**MEMBERS ABSENT:** n/a

**ALSO PRESENT:** Mr. Jordan, Superintendent and Ms. Jennifer Pfohl, Business Administrator

**FLAG SALUTE**

Adequate notice of this meeting was provided on November 9, 2023 in accordance with the New Jersey Statutes 10:4-8 as follows: Posted by the Board Secretary in the Board of Education Office, 452 Maywood Avenue, e-mailed to Our Town and the Record newspapers, e-mailed to Municipal Building for posting on the Municipal Bulletin Board in the Borough Clerk’s Office, 15 Park Avenue.

All staff motions have been recommended by the Superintendent of Schools, subject to approval by the New Jersey Department of Education, Chapter 116, PL 1986, Provisional Employment, pending criminal history background check.

**SUPERINTENDENT’S REPORT**

**Mr. Jordan reported on the following:**

- We will honor the November Students of the Month.
- Congratulations to Ms. Wiebe and Mr. Torres on their election to the Maywood BOE. We thank Ms. Padovano and Kiely for their years of distinguished service.
- All first round observations have been completed.
- Roofing upgrades at MAS have concluded and we received the first inspection passing of our fire system. Final touches were provided for the new STEM lab that will be created this summer.
- The District’s Toy Drive for pediatric cancer patients at the Tomorrows Children’s Fund has begun. We hope to have just as big if not bigger of an outpouring of generosity as we did last year.
- Many thanks to the PTOs for their help with a number of events since we last met including the Trunk O’ Treat, the 6<sup>th</sup> grade Halloween social, the Grade 4 Dad’s Breakfast and the many fundraisers taking place.
- Parent Teacher Conferences take place tomorrow and the district will operate on an early dismissal schedule.
- Cheerleading, and the boys’ and girls’ basketball teams have been finalized and the season opens at the Little Ferry Holiday Tournament next week.
- Many thanks to the MAS student council, guidance team and both school staff for their coordination of Respect Month.
- Red Ribbon Week was recognized in both schools. This anti substance abuse program is recognized across the country and reminds students and parents of the importance of this growing problem.
- This Saturday is the MAS Leaf Bagging Blitz. At present time we have over 20 homes on the schedule.
- The ceremony took place on the Monday following Veterans Day and once again our school was humbled to be in the presence of the heroes in attendance. Kudos to the student council and the fine student musicians who performed the Star Spangled Banner, Battle Hymn of the Republic and Taps.
- Both schools performed primary location evacuation drills with the assistance of the MPD. We commend one and all for their attention to detail and cooperation.

- With MLK Day being a half day this year, the district will implement a day of wellness/service for students during the morning. This day is being coordinated by subcommittees of staff, students, parents and guidance and will include a variety of student activities.
- The Maywood School District would like to congratulate and commend the 27 Maywood students inducted into the Becton National Honor Society, which includes Maywood students serving as President and Vice President of the chapter. A formal letter was sent to each inductee to express congratulations.
- The district thanks the Mayor and Council for the invitation to have kindergarten students and families light the holiday tree on the evening after Thanksgiving. 57 students and their families had the honor!
- The holiday concert season is upon us. The 1st grade as well as MAS concerts begin next week and continue to the following week. Both schools will ring in the season with caroling together at Provident Bank on Friday evening, December 8th.

## BUSINESS ADMINISTRATOR'S REPORT

### Ms. Pfohl reported on the following:

- Thanks to the Borough for allowing the district to park busses there.
- We are adding some electrical and will be able to heat the engine blocks when needed.
- ASSA numbers
- Modular classroom bids are due 12/15/23 and we plan on awarding the contract at the December meeting.

## COMMITTEE & LIAISON REPORTS

**Buildings & Grounds** – *No report*

**Finance** – *Still no audit date*

**Curriculum** – *No report*

**Policy** – *No report*

**Personnel** – *No basic skills exam for certification.*

**Safety/OEM** – *Evacuations took place. Security officers came with them.*

**Technology** – *No report*

**Community Relations** – *No report*

**Negotiations** – *No report*

**Legislation** – *No report*

**Mayor and Council** – *Kindergarteners lighting Christmas tree at Boro Hall*

**MAS PTO** – *Flag football was a hit. Maywood board game is still in the works.*

**MEM PTO** – *Cookies with Santa coming up. Tricky Tray did well. They would like to donate to the STEM program.*

**Becton BOE** – *Saw big improvement in Geography. Dr. Sforza explained how the Math scores can be deceptive due to the 9-12 regionalization structure. They are creating a separate principal position. It is no longer included in Dr. Sforza's contract.*

**Seniors** – *Leaf Blitz in Saturday.*

**Library** – *January 20<sup>th</sup> is the grand reopening.*

**Office of Emergency Management** – *No report*

**PRESENTATIONS and RECOGNITIONS;**

- *Students of the Month*

**BREAK**

- *n/a*

**MEETING OPEN TO THE PUBLIC**

- *Lynn Wiebe – said she is looking forward to returning to the BOE in January.*

**BOARD COMMENTS**

- *n/a*

**OLD BUSINESS**

- *n/a*

**NEW BUSINESS**

**BL.6 Meeting Block Motion/Approval to Vote on Monthly Motions as a Group**

Any board member who takes exception to any of the following listed actions may so indicate now and a separate motion for each of the excepted motions will be entertained:

**RECOMMENDED ACTION** - "move that the following actions of the Maywood Board of Education numbered: A.105, A.106, A.107, A.108, A.109, A.110, A.111, A.112, A.113, A.114, A.115, A.116, P.100, P.101, P.102, P.103, P.104, P.105, P.106, P.107, P.108, F.50, F.51, F.52, F.53, F.54, F.55, F.56, R.9, R.10 and R.12, excepted motion A.103 and A.104, to be approved as shown on the agenda dated, 11/29/23."

Moved by: Mr. Taylor  
Seconded by: Ms. Kiely  
Vote: 7/0  
Abstentions: 0

**A.105 Acceptance of Recorded Fire/Security Drills** - "that the Board accept the following recorded Fire/Security Drills for October 2023:

<b>MEM:</b>	<b>MAS:</b>
10/11/23 Fire Drill	10/11/23 Fire Drill
10/19/23 Lockdown	10/31/23 Shelter in Place

**A.106 Approval of the District Threat Assessment Team** – “that the Board approve the District Threat Assessment Team for the 2023-2024 school year.”

**A.107 Approval of the Threat Assessment Policies** – “that the Board approve the Threat Assessment district and school based policies.”

**A.108 Approval of the District School Safety and Security Plan SOA** – “that the Board approve the District School Safety and Security Plan Statement of Assurance for the 2023-2024 school year.”.”

**A.109 Approval of Student Field Experience** – “that the Board approve Angie Quizhpi, an education student at FDU, complete a field experience, 10 days/60 hours, in Maywood between January and May, in a K-6 special education classroom.”

**A.110 Approval of a Volunteer** – “that the Board approve Michael Walker, as a volunteer assistant for the 2023-2024 Maywood Hawks basketball team.”

**A.111 Approval of Class Trips** – “that the Board approve the following class trips for the 2023-2024 school year;

7 <sup>th</sup> Grade	2/15/2024	Bergen Performing Arts Center, Englewood, NJ
7 <sup>th</sup> Grade	5/13/2024	Liberty Hall, Union NJ

**A.112 Approval of Conference/Workshop Attendance** – “that the Board approve the following individual’s attendance at the specified conferences/workshops:

	<u>Conference</u>	<u>Date</u>	<u>Approx. Cost</u>
Stellia deArmas	Intentional Teaching - Creative Learning Environment	12/05/23	mileage
Jessica Russo	Practical Early Intervention Strategies	1/10/24	\$279+mileage

**A.113 Approval of Out-of-District 1:1 Instructional Aide** - "that the Board approve payment to ECLC, for a one-to-one Instructional Aide at a rate of \$175 per day from 10/30/23 – 6/20/24, for a total of \$25,725, for student ***RN (HS - Gr. 12)***.”

**A.114 Approval of Special Services** – “that the Board approve the following services for student ***ZG (MAS)*** for the 2023-2024 school year, as follows:”

**Service:** Hospital Instruction @ High Focus Center, Paramus, NJ  
**Provider:** Learn Well, Paramus, NJ  
**Date:** 11/07/23 – 12/13/23  
**Rate:** \$55 per hour/up to 10 hours per week  
**Total:** ***\$3,300.00 (not to exceed)***

**A.115 Approval of Special Services** – “that the Board approve the following services for students ***LA*** and ***PA (MAS)*** for the 2023-2024 school year, as follows:”

**Service:** Psychiatric Evaluations  
**Provider:** Dr. Sameh Rageb, Upper Saddle River, NJ  
**Date:** To be completed by 1/12/24  
**Total:** ***\$1,500.00 (\$750 each)***

**A.116 Approval of Special Services** – “that the Board approve the placement, tuition and transportation for the following student for 2023-2024 as follows.

<u>Students:</u>	<u>School</u>	<u>Tuition</u>	<u>1:1 Aide</u>	<u>Transportation</u>	<u>Dates</u>
LJ (Gr. 1) (new placement)	BCSS, Brownstone School, Saddle Brook	\$64,800 (to be pro-rated)	N/A	Region V	10/30/23 – 6/25/24
EG (Gr. 7) (new placement)	Bergen Center for Child Development, Haworth	\$50,089.34 (\$339.79 per day – 146 days)	\$34,080 (\$240 per day – 142 days)	Region V	10/30/23 – 6/14/24
HM (Gr.1) (as per settlement)	EPIC, Paramus	\$59,240.48 (\$569.62 per day – 104 days)	N/A	N/A	1/8/24 – 6/30/24

**P.100 Approval of Resignation** - “that the Board accept, with regret, the resignation of Lilliam Herrera, a paraprofessional, effective November 8, 2023.”

**P.101 Approval of Resignation** - “that the Board accept, with regret, the resignation of Monica Bame, a lunch aide, effective November 21, 2023.”

**P.102 Approval of Sub List** – “that the Board approve the following individuals be added to the substitute list for the 2023-2024 school year (*pending clearance paperwork*).”

**Sub-Teacher**

Kristen Badowski  
Samantha Ghirardi  
Kelly Fitzgerald  
Ryan Chesney

**Sub-Para**

Meghan Pfohl  
Sara Aly

**Sub-Custodian**

Juanita Barragan

**P.103 Approval of Custodial Differential** - “that the Board approve Sokol Ballolli receive a custodial differential stipend, in the amount of \$4,750, for working the Wed-Sunday shift Dec 2023 through Mach 2024.”

**P.104 Appointment of an IT Technician** - “that the Board approve the appointment of Kelvin Cruz, as a IT Technician, for the 2023-2024 school year. Mr. Cruz will receive an annual salary of \$46,000.00 (pro-rated) and will begin this assignment on 12/1/2023. (*pending clearance paperwork*).”

**P.105 Amended start date of a Maternity Leave Replacement** - “that the Board approve the start date for Amy Shimabukaru as the maternity leave replacement for Alyssa Fugnitti, Memorial’s School Nurse, be amended. She will now begin this assignment on December 11, 2023.”

**P.106 Approval of Rate Increase** - “that the Board approve the sub-custodian hourly rate be increased to \$19.00 per hour, effective December 1, 2023.”

**P.107 Amendment to Stipend Amount**– “that the Board approve an amendment be made to a previously approved bus driver stipend amount for Susan Baliatico, the correct amount for the 2023-2024 school year is \$13,757.00.”

**P.108 Appointment of a Teacher** - “that the Board appoint Kaitlyn Holler, as a teacher for the 2023-2024 school year. She will be placed on BA+15, Step 1-2 with an annual salary of \$53,780.00, to be prorated.”

**F.50 Approval of Check Run** - “that the Board approve a check run for *November* in the amount of: \$ 1,092,236.96.”

**F.51 Approval of Check Run for Cafeteria Bills** - “that the Board approve a check run for cafeteria bills for *November* in the amount of: \$ 26,401.79 .”

**F.52 Approval of Preliminary Board Secretary's Monthly Certification** - "that the Board accept the preliminary Board Secretary's monthly certification on budget line status as follows: Pursuant to N.J.A.C. 6:20-2.13(d), I certify that as of October 31, 2023, no

budgetary line item account has obligations and payments (contractual orders) which in total exceed the amount appropriated by the district Board of Education pursuant to N.J.S.A.18A:22-8.1."

**F.53 Approval of Preliminary Board's Monthly Certification** - "that the Board approve the preliminary Board's monthly certification Budgetary Major Account/Fund Status as follows: Pursuant to N.J.A.C. 6A:23-2.11, we certify that as of **October 31, 2023**, after review of the secretary's monthly report (statement of expenditures) and upon consultation with violation of N.J.A.C. 6A:23-2.11, and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year."

**F.54 Approval of Preliminary Transfer of Funds** - "that the Board approve the preliminary report of transfer of funds for **October 31, 2023**."

**F.55 Approval of Disposal of Equipment** - "that the Board approve of the disposal of computer equipment as submitted. These assets have no fair book market value."

**F.56 Approval of Payroll** - "that the Board approve the payroll for *October* as follows:

<u>Fund</u>	
10	1,050,869.10
20	35,590.79
<b>Total:</b>	<b>\$ 1,086,459.89</b>
Board Share FICA/Medicare	22,862.76
State Share FICA Medicare	55,878.70
Board DCRP	3,738.76
<b>Total Payroll Expense:</b>	<b>\$ 1,168,940.11</b>

**R.12 Approval of Payment from Referendum Account** - "that the Board approve the following;

**WHEREAS**, Open Systems Integrators, Inc. was awarded the contract for the Fire Alarm System Upgrade at Maywood Avenue School; and

**WHEREAS**, Open systems Integrators, Inc. has submitted Payment Application #4 in the amount of \$ 40,453.56; and

**WHEREAS**, LAN Associates has verified a review of the application and finds it in conformance with the level of work completed to date;

**NOW THEREFORE BE IT RESOLVED** that the Board approves this payment application in the amount of \$ 40,453.56."

**EXCEPTED MOTIONS VOTED ON SERPARATELY**

**A.103 Acceptance of Minutes** – “that the Board accept the following minutes of the Board of Education meetings.”

10/25/23 Work Session, Regular Meeting, Closed

Moved by: Mr. Taylor  
Seconded by: Ms. Stelter  
Vote: 6/0  
Abstentions: 1

**A.104 Maywood Avenue School Students of the Month** - "that the Board approve the following resolution:

**WHEREAS**, Ayra Ali, Vincent Bernard, Sophia Fernandez, Yenevi Guererro, Aliyah Little, Kaden Watson and Nicholas Wright have been awarded the Maywood Avenue School OCTOBER Students of the Month in recognition of their humanitarian deeds and fine human kindness;

**NOW, THEREFORE, BE IT RESOLVED**, that the Maywood Board of Education recognizes this most worthwhile achievement by honoring them with a formal resolution unanimously approved at the public meeting of November 29, 2023."

Moved by: Mr. Taylor  
Seconded by: Ms. Kiely  
Vote: 7/0  
Abstentions: 0

**TABLED MOTIONS**

- *n/a.*

**BOARD COMMENTS**

- *n/a*

**CLOSED SESSION 7:57PM-8:16PM**

- *Security*

**MEETING ADJOURNED BY ACCLAMATION AT 8:30PM**

Respectfully submitted,



Jennifer Pfohl, Board Secretary