

**MAYWOOD BOARD OF EDUCATION  
MINUTES OF REGULAR MEETING  
May 1, 2024**

The Regular Meeting of the Maywood Board of Education was held on May 1, 2024. President Taylor called the meeting to order at 7:02PM.

**ROLL CALL**

**MEMBERS PRESENT:** Mr. Bendezu (late), Ms. Soriano, Ms. Stelter, Mr. Taylor and Mr. Velez

**MEMBERS ABSENT:** Mr. Cilento

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

**FLAG SALUTE**

Adequate notice of this meeting was provided on March 28, 2024 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:**

- All non-tenured and tenured observations have been completed.
- We are blessed with a great staff in each building and we are delighted to announce the selections for the Maywood teachers of the year for 2024.

<u>BOE Teacher of the Year</u>	<u>Governor's Teacher of the Year</u>
MEM - Mrs. Michalski	MEM - Mrs. Conturso
MAS - Mrs. Barrett	MAS - Mrs. Feliciano

- Kindergarten registration information has been advertised and posted.
- Both MAS and Memorial Becton Internship students are winding down. We hosted eight Becton seniors this year at both schools and they have been incredible to work with.
- Baseball and softball are both on the diamonds and enjoying a great start to the spring season
- Many thanks to the Maywood Women’s Club for their annual awards night where they honor MAS and graduating high school students.
- Congratulations to all of the MAS students who achieved academic distinction honors for the 3<sup>rd</sup> MP.
- The MAS Spring production of SpongeBob Jr. was a huge hit playing to two packed houses. Bravo to one and all.
- Our SBJ Mentorship program with MAS 8th graders has begun. This program culminates in the field day hosted by our 8th graders during the last week of school.
- Up for adoption this evening is the tentative district calendar for the 24-25 school year. As noted, with summer construction continuing, the District will be streamlining this 2024-25 calendar so as to end classes as early as possible in June to allow for greater time allotment for construction in the summer months. This calendar is also fully aligned with the Becton calendar, specifically in regards to holidays and extended breaks, which allows for more efficiency with transportation as well as family schedules for those families who have K-8 Maywood and Becton students.
- Many thanks to everyone who took part in the annual Colorathon in any way. This annual tradition has become a favorite of students and families alike, and we are very thankful.

- Many thanks to the many PTO and parent volunteers who spent countless hours preparing for and implementing the annual Grade 8 Social. Friday night was magical for a group of kids who are on the verge of graduation in a few short weeks.
- Barring any unforeseen emergencies or sneaky blizzards, the two unused days will be given back on Friday, May 24 & Tuesday, May 28, creating an extended Memorial Day weekend.
- All district boards of education must implement the New Jersey Student Learning Standards to “ensure students meet the expectations and proficiency standards as measured by current and future state and local assessments.” Per state law and regulations, all students in Grades 3-11 are to take state assessments. The District started NJSLA testing this week. Many thanks to the District Testing Coordinator, Ms. Marie for all of her incredible work.

<u>Test Name</u>	<u>Subject</u>	<u>Grade Level</u>	<u>Testing Dates</u>
NJ Student Learning Assessment 3	ELA & Math	3	May 6, 7, (ELA) May 8, 9, 10 (Math)
NJ Student Learning Assessment 4	ELA & Math	4	May 13, 14 (ELA) May 15, 16, 17 (Math)
NJ Student Learning Assessment 5	Math, ELA, & Science	5	April 29, 30 (ELA) May 1, 2, 3 (Math) May 13, 14, 15, 16 (SCI)
NJ Student Learning Assessment 6	ELA & Math	6	April 29, 30 (ELA) May 1, 2, 3 (Math)
NJ Student Learning Assessment 7	ELA & Math	7	May 6, 7, (ELA) May 8, 9, 10 (Math)
NJ Student Learning Assessment 8	Math, ELA, Science, & Algebra (for those in that course)	8	April 29, 30 (ELA) May 1, 2, 3 (Math) or May, 2, 3 (ALG) May 6, 7 (Sci)

## BUSINESS ADMINISTRATOR’S REPORT

Ms. Pfohl reported on the following:

- n/a

## COMMITTEE & LIAISON REPORTS

**Buildings & Grounds** – *Semi-weekly construction meetings are taking place.*

**Finance** – *No report*

**Curriculum** – *ELA/Math almost done. Sharon Rosario will be sent this to approve.*

**Policy** – *No report*

**Personnel** – *Teachers of the Year selected. 2 retirements.*

**Safety/OEM** – *School Behavioral threat assessment teams have been created.*

**Technology** – BOE getting chromebooks

**Community Relations** – No report

**Negotiations** – No report

**Legislation** – No report

**Mayor and Council** – No report

**MAS PTO** – 8<sup>th</sup> grade dance was amazing. Color run was a success.

**MEM PTO** – Pushing for more volunteers, 5/6 starts teacher appreciation week, bd nominations for 3 open spots. Colorthon successful.

**Becton BOE** – 3/27/24 meeting. Seussical the musical in April. Officially a High Performing District. Mens volleyball is underway. Budget 4% raise and using banked cap.

**Seniors** – Looking for more members/friends of the library. Fundraised over 1k. Kids are using the library and being very respectful. Construction was not done well and there are some problems.

**Library** – No report

**Office of Emergency Management** – No report

## **PRESENTATIONS and RECOGNITIONS;**

- *Students of the Month*

## **BREAK**

- *n/a*

## **MEETING OPEN TO THE PUBLIC**

- *n/a*

## **BOARD COMMENTS**

- *G. Kiely is happy to be back.*

## **OLD BUSINESS**

- *n/a*

## **NEW BUSINESS**

### **BL.12 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.175, A.176, A.177, A.178, A.179, A.180, A.181, A.182, A.183, A.184, A.185, P.133, P.134, F.101, F.102, F.103, F.104, F.105, F.106, F.107, F.108, F.109, F.110, F.111, F.112, R.24, R.25 and R.26, excepting motion A.173 and A.174 to be approved as shown on the agenda dated, 5/01/2024."

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

**A.175 Acceptance of Recorded Fire/Security Drills** - "that the Board accept the following recorded Fire/Security Drills for March and April 2024:

<b>MEM:</b>	<b>MAS:</b>
3/26/24 Fire Drill	3/26/24 Fire Drill
3/27/24 Lockdown	3/28/24 Lockdown
4/10/24 Fire Drill	4/10/24 Fire Drill
4/23/24 Restricted shelter in place	4/12/24 Lockdown

**A.176 Assignment to the School Behavioral Threat Assessment Team** – “that the Board approve the following employees be appointed to the School Behavioral Threat Assessment Team;

Michael Jordan	Michael Halligan
Christina Blundo	Carly Byrnes
Sheryl Spencer	Keith Timmins
Kim Smith	Brielle Smith
Michael Capone	Robert Francaviglia
Karen Brickett	Shysell Boneta

**A.177 Approval of an Additional Class** – “that the Board approve the establishment of a full day K-3 Language and Learning Disabilities Class (Severe) at Memorial. This class is needed as a result of the current enrollment exceeding the appropriate instructional group size.”

**A.178 Approval of Out-of-District 1:1 Instructional Aide** – “that the Board approve payment to Bergen County Special Services for a one-to-one Instructional Aide, at a rate of \$50,985 per year for the 2023-2024 school year, prorated at \$18,843 (March 11 - June 25, 2024) for student *LJ (Gr. 1 - BCSS Brownstone School, Saddle Brook).*”

**A.179 Approval of Special Services** – “that the Board approve the following services for students *SM, MV (MAS)* and *H-JV (MEM)* for the 2023-2024 school year, as follows:

<b>Service:</b>	Psychiatric Evaluations
<b>Provider:</b>	Dr. Sameh Rageb, upper Saddle River, NJ
<b>Date:</b>	To be completed by 5/10/2024
<b>Rate:</b>	\$750.00 each
<b>Total:</b>	<b>\$2,250.00</b>

**A.180 Approval of Conference Attendance** – “that the Board approve the attendance of Ms. Jennifer Pfohl at the 2024 Annual NJASBO Conference, **June 5-7, 2024**, in Atlantic City, NJ. The *estimated cost* is as follows:

<b>Convention Registration</b>	\$ 500.00
<b>Mileage, Tolls, &amp; Parking</b> (approx. 266 miles roundtrip and \$5.00 parking fee)	\$ 130.02
<b>Hotel Accommodations for 2 Nights (before tax)</b> (GSA allowable per diem rate is \$107.00 per night excluding tax)	\$ 214.00
<b>Meals &amp; Incidentals</b> (Calculated as 1 day @ per diem of \$59.00 and 2 travel days@ \$44.25)	\$ 147.50

<b>Total (estimated cost):</b>	<b>\$ 991.52</b>
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**A.181 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>
J. Russo	2024 NJ Speech-Language & Hearing Annual Convention	5/9-5/10/24	\$380+mileage
C. Lockhart	2024 NJ Speech-Language & Hearing Annual Convention	5/9-5/10/24	\$380+mileage
S. Spencer	NJASA/NJAPSA Spring Leadership Conference	5/15-5/17/24	\$550+mileage

**A.182 Approval of Class Trips** – “that the Board approve the following class trips for the 2023-2024 school year;

3 <sup>rd</sup> Grade	5/15/24	Rockland Boulders game, courtesy of the Maywood Police Department L.E.A.D. program
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**A.183 Approval of School Calendar** – “that the Board approve the 2024-2025 District Calendar.”

**A.184 Approval of Field Trips** – “that the Board approve the following class trips for the 2023-2024 school year;

MAS Social Skills                      5/2024 and 6/2024                      Downtown Maywood

**A.185 Approval of Conference Attendance** – “that the Board approve the attendance of Ms. Eileen Davis at the 2024 School Transportation Supervisors General Membership Meeting on June 5, 2024. The *estimated cost* is as follows:

<b>Meeting Registration</b>	\$ 45.00
<b>Mileage, Tolls, &amp; Parking</b> (approx. 105.4 miles roundtrip)	\$ 54.54

<b>Total (estimated cost):</b>	<b>\$ 99.54</b>
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**P.133 Approval of Salaries Charged to Grant** - “that the Board approve the following salaries charged to Federal Grants:

Christina Blundo	Guidance	\$106,650	ARP Esser
Shysell Boneta	School Psychologist	\$34,965	ARP Accelerated Learning

*And the following hourly payments be charged to Federal grants:*

Various	Summer remediation/ homework club	\$5,000	ARP Summer Learning ARP Beyond the School Day Title IA
		14,650	
		40,550	
Various	Summer Guidance	\$6,402	Title IV
Various	Paraprofessionals	\$96,204	ARP Esser
Various	Custodial/transportation	\$60,369	ARP Esser

**P.134 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/Para  
 Dimelza Pardo - Sub-certificate with degree

**F.101 Approval of Check Run** - “that the Board approve a check run for *April* in the amount of: **\$1,179,946.17.**”

- F.102 **Approval of Check Run for Cafeteria Bills** - “that the Board approve a check run for cafeteria bills for *April* in the amount of: **\$44,672.48.**”
- F.103 **Approval of Board Secretary’s Report** – “that the Board approve the Board Secretary Report, as submitted, for **March 31, 2024.**”
- F.104 **Approval of Treasurer’s Report** – “that the Board approve the revised Treasurer of School Monies Report, for **March 31, 2024.**”
- F.105 **Approval of Preliminary Transfer of Funds** - "that the Board approve the preliminary report of transfer of funds for **March 31, 2024.**”
- F.106 **Approval of 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 **March 31, 2024**, 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.107 **Approval of 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 **March 31, 2024**, 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.108 **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.109 **Approval of Payroll** - “that the Board approve the payroll for *March* as follows:

<b><u>Fund</u></b>	
10	1,069,441.06
20	28,068.40
<b>Total:</b>	<b>\$ 1,097,509.46</b>
Board Share FICA/Medicare	23,092.15
State Share FICA Medicare	56,464.92
Board DCRP	3,602.66
<b>Total Payroll Expense:</b>	<b>\$1,180,669.19</b>

- F.110 **Approval of the Budget** - "that the Board approve the following resolution;  
**WHEREAS**, the Maywood Board of Education approved its 2024-2025 preliminary budget on March 18, 2024, and  
**WHEREAS**, the Maywood Board of Education forwarded this 2024-2025 budget to the Bergen County Executive County Superintendent of Schools for review and approval and

**WHEREAS**, the 2024-2025 budget was reviewed and approved by the Executive County Superintendent and has been published in a legal notice advertising a public hearing;

**BE IT RESOLVED**, that the Maywood Board of Education approve the final 2024-2025 budget as follows:

<b>Fund</b>	<b>Budget</b>	<b>Local Tax Levy</b>
General Fund (10)	\$26,703,796	\$21,380,350
Special Revenue Fund (20)	\$396,718	-
Debt Service Fund (40)	\$1,955,786	\$1,425,635
<b>Total</b>	<b>\$29,056,300</b>	<b>\$22,805,985</b>

**BE IT FURTHER RESOLVED** in accordance with NJSA 18A: 7F-38, that the 2024-2025 school year budget includes the use of \$207,577 of an automatic enrollment adjustment.

**BE IT FURTHER RESOLVED** that the general fund appropriations include a \$200,000 withdrawal from the Capital Reserve Account to be transferred to the debt service fund to aid with payment of debt.

**BE IT FURTHER RESOLVED** that the general fund appropriations include a \$100,000 withdrawal from the Capital Reserve Account to be used for the replacement of ceiling and lighting at Maywood Avenue School.

**F.111 Approval of Breakfast/Lunch prices for 2024-2025** – that the Board approve the following pricing for breakfast and lunch for 2024-2025:

	<b>Student Breakfast</b>	<b>Student Lunch</b>
Memorial Elementary	\$2.50	\$4.35
Maywood Ave. School	n/a	\$4.35

**F.112 Approval of Maximum Travel Expense** - "that the Board approve the following resolution;

**WHEREAS**, school district Policy 6471 and NJAC 6A:23B-1.2(b) provides that the Board of Education shall establish in the annual school budget a maximum expenditure amount that may be allotted for such travel and expense reimbursement for 2024/2025. The maximum travel budget for 2023/2024 is \$15,000, of which \$0 has been spent year to date.

**NOW, THEREFORE, BE IT RESOLVED** that the Maywood Board of Education hereby establishes the School District travel maximum for the 2024/2025 school year at the sum of \$15,000; and

**BE IT FURTHER RESOLVED** that the School Business Administrator shall track and record these costs to insure that the maximum amount is not exceeded.

**R.24 Approval of a Change Order** - "that the Board approve the following resolution:

**WHEREAS**, Daskall LLC. was awarded the contract for the Addition at Memorial School; and

**WHEREAS**, Daskall LLC. has submitted the following Change Order proposal, which has been approved by the architect:

Change Order (CO #1) in the amount of \$20,424 for removal and disposal of unanticipated bedrock at the detention site. The new contract sum including this Change Order is amount is \$3,857,424; and

**WHEREAS**, LAN Associates has verified that these changes are necessary based upon the revised project scope;

**NOW THEREFORE BE IT RESOLVED** that the Board approves this Change Order and the contract amount is revised to reflect this change.”

**R.25 Approval of Payment from Referendum Account** - "that the Board approve the following resolution:

**WHEREAS**, Daskall LLC was awarded the contract for the Addition at Memorial School; and

**WHEREAS**, Daskall LLC. has submitted Payment Application #3 in the amount of \$109,907.00; 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 approve this payment application in the amount of \$109,907.00.

**R.26 Approval of Payment from Referendum Account** - "that the Board approve the following resolution:

**WHEREAS**, Teo Technologies, Inc. was awarded the contract for the HVAC System Upgrade at Maywood Avenue School; and

**WHEREAS**, Teo Technologies, Inc. has submitted Payment Application #1 in the amount of \$134,260.00; 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 approve this payment application in the amount of \$134,260.00.

#### EXCEPTED MOTIONS VOTED ON SERPARATELY

**A.173 Maywood Avenue School Students of the Month** - "that the Board approve the following resolution:

**WHEREAS**, Sophie Blakeman, Katherine Garofalow, Isabella Clampffer, Sophia Morgan, Reiss O'Rourke, Gianna Padovano Jolie Sylvert, and Hafsa Yildirim have been awarded the Maywood Avenue School APRIL 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 May 1, 2024."

Moved by: Mr. Taylor  
Seconded by: Ms. Stelter  
Vote: 4/0  
Abstentions: 1



**A.174 Acceptance of Minutes** – “that the Board accept the following minutes of the Board of Education meetings.”

3/18/24 Work Session, Regular Meeting, Closed

Moved by: Mr. Taylor  
Seconded by: Ms. Stelter  
Vote: 5/0  
Abstentions: 1

**TABLED MOTIONS**

- *n/a*

**BOARD COMMENTS**

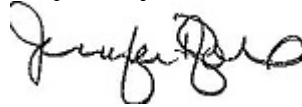
- *n/a*

**CLOSED SESSION**

- *n/a*

**MEETING ADJOURNED BY ACCLAMATION AT 7:57PM**

Respectfully submitted,



Jennifer Pfohl, Board Secretary