

MAYWOOD BOARD OF EDUCATION
MINUTES OF REGULAR MEETING
July 19, 2023

The Regular Meeting of the Maywood Board of Education was held on July 19, 2023. President Taylor called the meeting to order at 7:00 PM.

ROLL CALL

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

MEMBERS ABSENT: Mr. Bendezu and Ms. Kiely

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

FLAG SALUTE

Adequate notice of this meeting was provided on January 4, 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:

- All teacher evaluations are currently being scheduled for the start of the new school year.
- We thank the PTOs of both buildings for their continued hard work including the annual summer calendar meeting which took place last week.
- The tentative version of the Events calendar was emailed to parents and the community yesterday.
- All core content and specialty area curricula are in the process of being reviewed and revised as per state and QSAC standards.
- The Boro continues to work with us to request a shift of election sites away from Memorial School. The most recent request included the need for relocation due to the impact construction related conflicts may have on the site.
- Administration from both buildings have met with the seven former Maywood students who will be assigned to MEM and MAS for their Becton senior internships. The program will begin in September and run through May for three days per week in the afternoon at each building. Four interns are assigned to MEM and two assigned to MAS.
- A revised School Transportation Code of Conduct has been completed and will be emailed to all high school families. Families are required to read and sign a consent form noting that both parent and student have reviewed and consented to the new revisions.
- In hopes of stemming the epidemic of post COVID absenteeism, the district is in the process of creating a revised Attendance/Tardy policy and consequence framework. There has been a marked increase in the number of students who are deemed "chronically absent or chronically tardy" in our post COVID environment in all schools. We hope this revised policy and procedures will provide the context needed for families to understand the importance of consistent school attendance and the gravity of the consequences if they choose not to embrace this.
- As noted in prior meetings, the District decided to make a change in its K-5 ELA program and shift from HMH Journeys to HMH Into Reading. This shift brings with it a more readers writers workshop model as well as a more robust technology platform to our students. The shift will be made for grades 6-8 next year.

- The referendum related construction projects have commenced with the fire system and roofing at MAS being the first projects to have begun. Jen and I attended a very productive meeting with the architects yesterday as well.
- Administration and the Safety Committee of the BOE will conduct School Security Officer interviews next week. The plan is to finalize the hiring of both officers in time for the August BOE meeting.
- The District is working with FinalSites to transition our district website to their new platform.
- All ESY and summer remediation classes are off and running and all are taking place at Memorial School so as to avoid the construction related conflicts at MAS.
- The Junior Explorers Camp is again taking place this summer at Memorial School. Art enrichment and Music Band Camp is also taking place along with an August basketball camp.
- The annual Statement of Assurance has been submitted to the County and all 23-24 security drills and evacuations have been tentatively scheduled for both buildings.
- The District has revised and submitted the required Emergency Remote/Virtual District Plan as well as the Safe Return Plan. Since the onset of COVID these plans are required to be revised every six months.
- Both MAS and MEM completed the state mandated HIB grading self-assessment. These self-assessments were completed with input from staff, students and parents.
- The HIB statement of assurance and the HIB training, programs and incident reports were electronically submitted.
- As per state regulations each year the district must approve the nursing service plan for the upcoming school year. This plan will be finalized in September as all pertinent medical information is supplied by the parents.
- The district's crisis management manual has been revised and will be distributed to all staff upon their return in September.
- The Emergency Drill/Fire Drill statement of assurance and schedule of completion were electronically submitted.
- The ESEA consolidated grant application and acceptance of funds along with the refusal of certain funds has been approved.

September Calendar Snapshot

9/5	Staff Opening/PD
9/6	Staff Opening/PD
9/7	First Day for Students/Early Dismissal
9/7	Mem PTO Boo-Hoo Breakfast Kindergarten Parents
9/8	District Red/White Spirit Friday
9/8	MAS Grade 8 Welcome Back BBQ 3:00 PM
9/11	MEM & MAS Spiritwear Sale Begins
9/14	MAS Student Picture Day
9/15	District Red/White Spirit Friday
9/15	MEM/MAS PTO Welcome Back Luncheon 11:40
9/18-22	MAS Book Fair
9/18-22	MEM Book Fair
9/19	MEM Back to School Night 6:30 PM
9/20	BOE Meeting 7:00 PM
9/21	MAS Back To School Night 6:30 PM
9/21	MEM Student Picture Day
9/22	District Red/White Spirit Friday
9/22	District EARLY DISMISSAL (MEM-12:20/MAS-12:30)
9/22	District Red/White Spirit Friday
9/26	MAS PTO Meeting 6:00 PM
9/29	Memorial PTO Welcome Back Movie Night 7PM
9/29	District Red/White Spirit Friday
9/29	MEM Red & White Day Assembly
9/30	MAS Grade 8 Car Wash 9:00 AM

BUSINESS ADMINISTRATOR'S REPORT

Ms. Pfohl reported on the following:

- *Closed on referendum financing today. \$21.6 M wire received.*
- *Financing bus purchases on Friday. Payment will be 67K per year for 5 years. 2 buses and a van.*

COMMITTEE & LIAISON REPORTS

Buildings & Grounds – *No report*

Curriculum – *No report*

Policy – *No report*

Personnel – *No report*

Safety/OEM – *No report*

Technology – *No report*

Community Relations – *No report*

Negotiations – *No report*

Legislation – *No report*

Mayor and Council – *No report*

MAS PTO – *No report*

MEM PTO – *No report*

Becton BOE – *Meeting is next week. Athletics are practicing now.*

Seniors – *No report*

Library – *No report*

Office of Emergency Management – *No report*

PRESENTATIONS and RECOGNITIONS;

- *n/a*

BREAK

- *n/a*

MEETING OPEN TO THE PUBLIC

- *n/a*

BOARD COMMENTS

- *n/a*

OLD BUSINESS

- *n/a*

NEW BUSINESS

BL.2 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.21, A.22, A.23, A.24, A.25, A.26, A.27, A.28, A.29, A.30, A.31, A.32, A.33, A.34, A.35, A.36, A.37, A.38, A.39, A.40, A.41, A.22, A.43, A.44, A.45, A.46, A.47, A.48, A.49, A.50, A.51, A.52, P.34, P.35, P.36, P.37, P.38, P.39, P.40, P.41, P.42, P.43, P.44, P.45, P.46, P.47, F.19, F.20, F.21, F.22, F.23, F.24, F.25, F.26, F.27, F.28, F.29 and F.30, be approved as shown on the agenda dated, 7/19/23."

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

A.20 Acceptance of Minutes – “that the Board accept the following minutes of the Board of Education meetings.”

6/14/23 Work Session, Regular Meeting, Closed

A.21 Acceptance of Recorded Fire/Security Drills - "that the Board accept the following recorded Fire/Security Drills for June 2023:

MEM:	MAS:
6/13/23 Fire Drill	6/8/23 Fire Drill
6/20/23 Weather Emergency	6/9/23 Evacuation

A.22 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>
E. Casson	Water Treatment for Low-pressure Heating Systems	7/26/23	\$300+mileage

A.23 Approval of the District Mission Statement – “that the Board approve the District’s *Mission Statement* for the 2023-2024 school year.”

A.24 Approval of Comprehensive Equity Plan – “that the Board approve the *Comprehensive Equity Plan Annual Statement of Assurance* for the 2023-2024 school year.”

A.25 Approval of Crisis Management Plan – “that the Board approve the *District Crisis Management Plan* for the 2023-2024 school year.”

A.26 Approval of the Nursing Services Plan – “that the Board approve the *Nursing Service Plan* for the 2023-2024 school year.”

A.27 Approval of the Integrated Pest Management Plan – “that the Board approve the *Integrated Pest Management plan* for the 2023-2024 school year.”

A.28 Approval of SSDS Submission and Verification – “that the Board approve the July 2023 submission of the *Student Safety Data System (SSDS)* for the 2022-2023 school year.”

A.29 Approval of School Drills SOA – “that the Board approve the *School Security/Drill Statement of Assurance (SOA)* for the 2022-2023 school year.”

- A.30 Approval of Scheduled Drills** – “that the Board approve the tentatively scheduled emergency drills for the 2023-2024 school year.”
- A.31 Approval of the District Student Code of Conduct** – “that the Board approve the *District Student Code of Conduct* for the 2023-2024 school year.”
- A.32 Approval of SOA for School Based & District Professional Development Plans** – “that the Board approve submission of the Statement of Assurance for *School Based and District Professional Development Plans*.”
- A.33 Approval of SOA for School Based & District Mentoring Plans** – “that the Board approve the submission of the Statement of Assurance for *School Based and District Mentoring Plans*.”
- A.34 Approval of the Reports** - “that the Board approve the annual *Guidance, ESL, I&RS, Nursing Services & Technology final reports* for the 2022-2023 school year.”
- A.35 Approval of School Self-Assessment** – “that the Board approve the Memorial and Maywood Avenue School’s *HIB School Self-Assessment for Determining Grades*.”
- A.36 Approval of HIB Investigations, Trainings & Program Reports** – “that the Board approve the semi-annual and annual *Harassment, Intimidation and Bullying investigations, trainings and program reports* for the 2022-2023 school year.”
- A.37 Approval of HIB Student Consequences** - “that the Board approve the *Harassment, Intimidation & Bullying (HIB)* student remediation including disciplinary consequences, educational intervention and counseling supports imposed during the 2022-2023 school year as a result of said HIB cases.”
- A.38 Approval of Submission of McKinney Vento** - “that the Board approve the submission of Appendix 3 of the *Region I McKinney-Vento Education for Homeless Children and Youth Program*.”
- A.39 Approval of Submission of ESEA Application** - “that the Board approve the submission of the District’s *Elementary and Secondary Education Act (ESEA) Application* for Fiscal year 2024, and to accept the Grant Award of these funds upon the subsequent approval of the FY 2024 ESEA Application as follows:
- | | |
|--------------------------------------|-----------|
| Title I-A: | \$163,445 |
| Title II-A: | \$ 29,078 |
| Title IV -A: | \$ 10,000 |
| <i>Reject</i> Title III Immigration: | \$ 3,181 |
- A.40 Approval of Revised Emergency Virtual/Remote Plan** - “that the Board approve the District’s *Chapter 27 Emergency Virtual/Remote Instruction Program Plan* for the 2023-2024 school year.”
- A.41 Approval of Revised Safe Return Plan** - “that the Board approve the revised district *Safe Return Plan*.”
- A.42 Approval of Review & Revision of ARP ESSER Safe Return Plan** - “that the Board approve and the 6month review and revision of the *ARP ESSER Safe Return Plan*.”

- A.43 Approval of District Appointments** – “that the Board approve following appointments for the 2023-2024 school year;
- | | |
|------------------|---|
| Sheryl Spencer - | District Anti-Bullying Coordinator |
| Kerry Leto - | Anti-Bullying Specialist – MAS |
| Keith Timmins - | Anti-Bullying Specialist – MAS |
| Mike Halligan - | Anti-Bullying Specialist – MEM |
| Carly Byrnes - | Anti-Bullying Specialist – MEM |
| Karen Marie - | District Testing & Technology Coordinator |
- A.44 Approval of Affirmative Action Officer** – “that the Board approve Karen Brickett as the District Affirmative Action Officer for the 2023-2024 school year.”
- A.45 Approval of Feasibility Study Services** – “that the Board approve services associated with a regionalization feasibility study.”
- A.46 Approval of IDEA Application** – “that the Board approve the submission of the IDEA Grant application for fiscal year 2024.”
- A.47 Approval of Acceptance of IDEA Grant** – “that the Board accept the IDEA Fiscal Year 2024 IDEA Grants as follows:”
- | | |
|-----------|-----------|
| BASIC | \$262,788 |
| PRESCHOOL | \$11,435 |
- A.48 Amendment to A.15 - Approval of Out-of-District 1:1 Instructional Aide** - "that the Board approve payment to Bergen County Special Services (BCSS), for a 1-to-1 Instructional Aide hired by BCSS at a rate of \$6,400 for ESY 2023 (June 27-Aug.4, 2023) and \$50,985 for the 2023-2024 school year for student AJ(OOD).”
- A.49 Approval of Special Services** – “that the Board approve the following Special Services for student **EC (MAS)** for the 2023-2024 school year, as follows:”
- | | |
|------------------|---|
| Service: | Psychiatric Evaluation |
| Provider: | Dr. Sameh Rageb, Upper Saddle River, NJ |
| Date: | To be completed by 6/30/23 |
| Total: | \$750.00 |
- A.50 Approval of Educational Services Contract** – “that the Board approve the contract with the New Jersey Commission for the Blind for services provided to student, **DN(MAS)**, **CCB(Home)** and **RN(HS)** for the 2023-2024 school year for a total cost of \$2,200 each.”
- A.51 Approval of Tuition for ESY 2023** – “that the Board approve the tuition for the following out-of-district students for ESY 2023 as follows:

<u>Student:</u>	<u>School</u>	<u>Tuition</u>	<u>Transportation</u>	<u>Dates</u>
RD (5-OOD) RD (5-OOD)	South Bergen Jointure Maywood	\$4,140 ea.	Parent driving	7/6-7/28/23
OB (HS-OOD) OR (HS-OOD)	Ridgefield Park HS, Ridgefield Park	\$11,147.70 ea.	MBOE	6/26-8/8/23
QJ (HS-OOD)	River Dell HS, Oradell	TBD	MBOE	6/26-7/21/23
VS (HS-OOD)	Newmark HS, Scotch Plains	\$6,358.85	REG. V	7/17-7/28/23

OA (HS-OOD)	New Alliance, Paramus	Included in 2023-24 tuition	MBOE	7/10-7/28/23
RA (HS-OOD)	Sage Day, Rochelle Park	\$9,155.84	Student driving	6/26-7/28/23

A.52 Approval of Change of Placement – Tuition. Transportation and 1:1 Aide - 2023-2024 School Year – “that the Board approve the change of placement – tuition, transportation and 1:1 Aide for YB (Gr. 12+) who currently resides at Youth Consultation Services (YCS – Group Home), Camden, NJ for 2023-2024 as follows.

<u>Student:</u>	<u>School</u>	<u>Tuition</u>	<u>1:1 Aide</u>	<u>Transportation</u>	<u>Dates</u>
YB (Gr. 12+)	Durand School Woodbury, NJ	\$263.55 per diem (19 days) \$5,007.45	\$210 per day (19 days) \$3,990	Region V	7/31-8/24/23
		\$263.55 per diem (18 days) \$4,743.90	\$210 per day (18 days) \$3,780		9/5-9/28/23

- P.34 Approval of Resignation** - “that the Board accept, with regret, the resignation of Kelly Boyer, a school psychologist, effective June 30, 2023.”
- P.35 Approval of Resignation** - “that the Board accept, with regret, the resignation of Simone Scance, a teacher, effective June 30, 2023.”
- P.36 Appointment of Speech Therapist** - “that the Board approve the appointment of Courtney Lockhart, as a speech language therapist for the 2023-2024 school year, placed on MA, Step 3 with an annual salary of \$57,429.00 (*pending clearance*).”
- P.37 Appointment of School Psychologist** - “that the Board approve the appointment of Shysell Boneta, as a school psychologist for the 2023-2024 school year, placed on MA+30, Step 6 with an annual salary of \$76,475.00 (*pending clearance*).”
- P.38 Appointment of P/T Bus Driver-** “that the Board approve the appointment of William Schaum, as a part-time bus driver for the 2023-2024 school year, at \$32.00 per hour. (*Shared service agreement with Maywood boro*).”
- P.39 Approval of CDL Stipend** – “that the Board approve an incentive payment of \$1,000.00 to staff who receive a CDL school bus driver license.”
- P.40 Approval of Additional Payment** – “that the Board approve Karen Vastola as a sub-teacher for Summer Remediation at \$83.33 per hour, up to 16 hours.”
- P.41 Approval of Additional Payment** – “that the Board approve Lena Beshi, in place of Rachael Klein, as a para in the K-3 MAP 2023 ESY program, at \$1,620 total.”
- P.42 Approval of Additional Payment** – “that the Board approve Lisa Figueroa receive additional payment for providing ABA home instruction for student **HM(MEM)** for 6 sessions total, at \$50 a session hour from 7/6/23 to 8/18/23.”

P.43 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-Para/Teacher

- Patricia Donovan – NJ teacher certificate
- Judith Friedman – NJ teacher certificate
- Sheila Rosa - NJ teacher certificate
- Emily Burbano – NJ sub-certificate w/ degree
- Gloria Sierra - NJ sub-certificate w/ degree
- Issraa Elcheikhali – Sub-para only

P.44 Approval of Contract and Revised Salary – “that the Board approve a contract for Carolina Vazquez, as a Confidential Secretary to the Business Office, for the 2023-2024 school year, with a revised salary of \$69,474.00.”

P.45 Approval of Contract and Revised Salary – “that the Board approve a contract for Susan Baliatico, as Administrative Assistant to the Superintendent of Schools, for the 2023-2024 school year, with a revised salary of \$76,066.00.”

P.46 Approval of Contract and Revised Salary – “that the Board approve a contract for Heather Rennar, as Payroll Coordinator/Accountant, for the 2023-2024 school year with an annual salary of \$65,025.00.”

P.47 Appointment of a Teacher - “that the Board approve Samantha Gambino, as a teacher for the 2023-2024 school year, placed on BA+15, Step 4 with an annual salary of \$55,380.00 (*pending clearance*).”

F.19 Approval of Check Run - “that the Board approve a check run for *June* in the amount of: **\$1,492,167.22.**”

F.20 Approval of Check Run for Cafeteria Bills - “that the Board approve a check run for cafeteria bills for *June* in the amount of: **\$51,744.62.**”

F.21 Approval of Check Run - “that the Board approve a check run in *July* to be approved at the next Board of Education meeting.”

F.22 Approval of Check Run for Cafeteria Bills - “that the Board approve a check run for cafeteria bills in *July* to be approved at the next Board of Education meeting.”

F.23 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.24 Approval of Payroll - “that the Board approve the payroll for *June* as follows:

Fund	
10	1,095,333.05
20	67,591.18
Total:	\$ 1,162,924.23
Board Share FICA/Medicare	23,953.13
State Share FICA Medicare	58,555.15
Board DCRP	3,741.61
Total Payroll Expense:	1,249,174.12

- F.25 Approval of Lease Purchase Financing Agreement** – “that the Board approve the lease purchase financing agreement as attached with TD Equipment Finance in the amount of \$309,749.40 for the purchase of school buses.”
- F.26 Approval of Preliminary Board Secretary’s Report** – “that the Board approve the Board Secretary Report, as submitted, for June 30, 2023.”
- F.27 Approval of Preliminary Treasurer’s Report** – “that the Board approve the Treasurer of School Monies Report, for June 30, 2023.”
- F.28 Approval of Preliminary Board Secretary's Monthly Certification** - "that the Board accept the 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 June 30, 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.29 Approval of Preliminary Board's Monthly Certification** - "that the Board approve the 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 June 30, 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.30 Approval of Preliminary Transfer of Funds** - "that the Board approve the report of transfer of funds for June 30, 2023."

EXCEPTED MOTIONS VOTED ON SERPARATELY

- n/a

TABLED MOTIONS

- n/a

BOARD COMMENTS

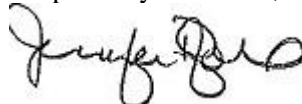
- n/a

CLOSED SESSION

- n/a

MEETING ADJOURNED BY ACCLAMATION AT 8:27PM

Respectfully submitted,



Jennifer Pfohl, Board Secretary