

**MAYWOOD BOARD OF EDUCATION
MINUTES OF REGULAR MEETING
October 16, 2024**

The Regular Meeting of the Maywood Board of Education was held on October 16, 2024. President Taylor called the meeting to order at 7:02PM.

ROLL CALL

MEMBERS PRESENT: Mr. Bendezu, Ms. Kiely, Ms. Stelter, Ms. Soriano, 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 January 4, 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:

- Congratulations to the newly tenured staff members in Maywood being honored here this evening; Ms. Kraljic and Ms. Maurer
- Non-Tenured observations have begun and a detailed schedule has been produced for all staff and administrators.
- Staff were notified of the October 31, 2024 due date for both their individual professional development plans and their student growth objectives.
- Lockdown and evacuation drills have taken place/being scheduled in both buildings under the supervision of the MPD.
- Many thanks to Chief Tuttle and the many volunteer MFD members who took part in the supervised fire drills and safety assemblies last week.
- October is Respect/Safe Schools Month in the district. The first week of October is deemed "Respect Week". The third week is deemed School Violence Prevention Week and Red Ribbon Week is also intertwined. The district created a series of initiatives, programs and student centered activities to encompass the full month of activities.
- We thank the PTOs for their continued support. In particular, we thank them for their assistance with the book fairs.
- Both schools hosted BTSN programs in September and they were well attended. Many thanks to the faculty and staff at both schools and to the parents who made it a point of being at these important events.
- Tutorials began in both buildings.
- The cross-country season continues this week with a meet at USR.
- The Grade 4 Breakfast takes place this Friday morning. We look forward to welcoming our kids and their loved ones.

- The Becton Open House is scheduled for Oct 24 and Maywood will be providing a school bus shuttle for any families interested.
- The Maywood Schools' Food Pantry's annual fall food drive has begun! We are now accepting donations of canned and boxed goods. Your generous support in the past has enabled us to help multiple families in our community, and we hope to continue that success! Please bring all food items into your homeroom teacher.
- Grade 4 students were assigned an ambassador/big brother/big sister and held their first formal meeting in September.
- The Board of Education will partake in their annual retreat on Oct. 30 with Matt Lee from NJSBA.
- The annual MAS 8th grade leaf raking blitz will take place on Saturday, November 16 from 9 am to 12 pm. MAS 8th graders will rake and bag leaves at the homes of Maywood residents who are elderly or disabled.

BUSINESS ADMINISTRATOR'S REPORT

Ms. Pfohl reported on the following:

- Audit field work completed last Friday; waiting for report
- Report season has started

COMMITTEE & LIAISON REPORTS

Buildings & Grounds – *Weekly meetings for construction.*

Finance – *No report*

Curriculum – *Finishing Visual and Performing Arts.*

Policy – *No report*

Personnel – *No report*

Safety/OEM – *Evacuation Drill tomorrow.*

Technology – *Stem lab furnishings were finalized today. New website transition on the verge.*

Community Relations – *No report*

Negotiations – *No report*

Legislation – *No report*

Mayor and Council – *No report*

MAS PTO – *Tricky tray is next week at the Fiesta.*

MEM PTO – *No report*

Becton BOE – *Will send report.*

Seniors – *Working to find a good source of information as meetings are during the day.*

Library – *New merchandise sale. Library staff very pleased with the students from school. Architect /construction issues persist*

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

- A.14** Acceptance of Minutes – “that the Board accept the following minutes of the Board of Education meetings.”
6/13/24 Work Session, Regular Meeting, Closed
- A.67** Acceptance of Minutes – “that the Board accept the following minutes of the Board of Education meetings.”
7/17/24 Work Session, Regular Meeting, Closed
- A.74** Acceptance of Minutes – “that the Board accept the following minutes of the Board of Education meetings.”
8/21/24 Work Session, Regular Meeting, Closed

NEW BUSINESS

- BL.** 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.89, A.91 A.92, A.93, A.94, A.95, A.96, A.97 A.98, A.99, A.100, A.101, A.102, A.103, A.104, A.105, A.106, A.107, A.108, P.79, P.80, P.81, P.82, P.83, P.84, P.85, P.86, P.87, P.88, F.46, F.47, F.48, F.49, F.50, F.51, F.52, F.53, F.54, F.55, F.56, R.13, R.14, and R.15, excepting motions A.67, A.74 and A.90 to be approved as shown on the agenda dated, 10/16/2024.”
- | | |
|--------------|------------|
| Moved by: | Mr. Taylor |
| Seconded by: | Ms. Kiely |
| Vote: | 6/0 |
| Abstentions: | 0 |
- A.89** Acceptance of Recorded Fire/Security Drills - "that the Board accept the following recorded Fire/Security Drills for September 2024:
- | | |
|--------------------|--------------------|
| MEM: | MAS: |
| 9/17/24 Fire Drill | 9/10/24 Fire Drill |
| 9/19/24 Lockdown | 9/17/24 Lockdown |
- A.91** Approval of QSAC Statement of Assurance – “that the Board approve the *QSAC Statement of Assurance* for the 2024-2025 school year.”
- A.92** Approval of QSAC DPR Self-Assessments – “that the Board approve the *QSAC DPR Self-Assessments* for the 2024-2025 school year.”

- A.93 Approval of School Bus Safety & Security Drill** – “that the Board approve the completion and submission of the *School Bus Safety & Security Drill* that is scheduled for 10/21/24.”
- A.94 Approval of Revised District I&RS Manual** – “that the Board approve the revisions made to the *District I&RS manual*.”
- A.95 Approval of Revised District I&RS Policy** – “that the Board approve the revisions made to the *District I&RS policy*.”
- A.96 Approval of Nursing School Level & District Nursing Services Plan** – “that the Board approve the 2024-2025 *Nursing School Level & District Nursing Service Plan*.”
- A.97 Acceptance of State Assessment Presentation for DLM & NJSLA** – “that the Board accept the *State Assessment presentation for DLM and NJSLA*.”
- A.98 Approval of M-1 and Health and Safety Inspections** - “that the Board hereby authorize the school business administrator to submit the attached Annual Maintenance Budget Amount worksheet (M-1) and Health & Safety Evaluation of School Buildings Checklist for Maywood in compliance with Department of Education requirements.”
- A.99 Approval of Submission of the Comprehensive Maintenance Plan** – “that the Board approve the following resolution;
- WHEREAS**, the Department of Education requires New Jersey School Districts to submit three-year maintenance plans documenting “required” maintenance activities for each of its public school facilities, and
- WHEREAS**, the required maintenance activities as listed in the attached document for the various school facilities of Maywood are consistent with these requirements, and
- WHEREAS**, all past and planned activities are reasonable to keep school facilities open and safe for use or in their original condition and to keep their system warranties valid,
- NOW, THEREFORE, BE IT RESOLVED**, that the Maywood Board of Education hereby authorizes the school business administrator to submit the attached Comprehensive Maintenance Plan for Maywood in compliance with Department of Education requirements.”
- A.100 Approval of Volunteers** – “that the Board approve the following volunteers for the 2024-2025 school year;
- | | |
|---------------------|------------------------------|
| Patty Donovan - | Media Center @ Memorial |
| Mary Lach - | Media Center @ Memorial |
| Anne O’Neill - | Media Center @ Memorial |
| Jessica Spezzaferra | Lady Hawks & Spring Softball |
| Ryan Halligan - | Hawks basketball |
| Michael Walker - | Hawks basketball |

A.101 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>
K. Koenig	2024 NJCSS Conference	10/21/24	\$90+mileage
M. Jordan	NJSBA Workshop	10/22/24	\$550+mileage
C. Blundo	Implementing MTSS to Meet NJ I&RS Services	10/23/24	\$100
J. Manzer	2024 Autism Conference	10/24 & 10/25/24	\$500+mileage
H. Yun	Tinkering & Creating with AI Tools	11/14/24	\$175+mileage

A.102 Approval of Class Trips – “that the Board approve the following class trips for the 2024-2025 school year;

1 st grade	10/25/24	Field Station Dinosaurs, Leonia, NJ
2 nd grade	3/12/25	Tenafly Nature Center, Tenafly, NJ
3 rd grade	11/13/24	Liberty Science Center, Jersey City, NJ

A.103 Approval of Use of Facilities – “that the Board approve the use of a classroom at MAS by the *Girl Scouts*, 4:00-6:00pm on one Thursday each month, October 2024 through June 2025.”

A.104 Approval of Use of Facilities – “that the Board approve the use of a classroom at Memorial by the *Girl Scouts: 3rd grade Brownie Troop*, 5:15-6:15pm, biweekly from October 2024 through June 2025.”

A.105 Approval of Use of Facilities – “that the Board approve the use of a classroom at Memorial by the *Girl Scouts: 1st grade Daisy Troop*, 6:00-7:00pm, biweekly from October 2024 through June 2025.”

A.106 Approval of Use of Facilities – “that the Board approve the use of the MAS small gym for a *Women’s Club Bazaar* to be held on 11/23/24, from 8am-4:00pm.”

A.107 Approval of OOD Placement Change – “that the Board approve the following OOD placement for the 2024-2025 school year;

<u>Students:</u>	<u>School</u>	<u>Tuition</u>	<u>Transportation</u>	<u>Dates</u>
TN (Gr.12)	Windsor Prep High School, Paramus (Part-Time - AM)	\$317.99 per diem –FT	Region V (AM)	9/3/24 – 9/13/24 (Full days)
		\$118.10 per diem – PT	MBOE (PM on full days)	9/16/24 – 6/13/25 (PT days)
		Total = \$24,765.06		6/16/24 – 6/20/25 (Full days)
	HoHoKus School of Trade, Paterson (PT, 11:30- 2:00 pm)	\$55 per diem	MBOE (AM) Region V (PM)	9/16/24 – 6/13/25
		Total = \$9,460		

A.108 Approval of Piano Accompanist – “that the Board approve Amanda Fernandes as a Piano Accompanist to Mr. Deluca, the Music/Choir Director, for the 2024-2025 school year.”

P.79 Approval of Additional Positions – “that the Board approve 2 new paraprofessional positions at MEM, one in Resource Room & one in PreK, due to IEPs.”

P.80 Appointment of a Paraprofessional - “that the Board approve the appointment of Cheryl Moritz, as a paraprofessional for the 2024-2025 school year, placed on NC, Step 2 with an annual salary of \$17,653.84, to be pro-rated to her start date of 10/17/24 (*pending clearance*).”

P.81 Appointment of a Paraprofessional - “that the Board approve the appointment of Marissa Sykes, as a paraprofessional for the 2024-2025 school year, placed on ABA Step A with an annual salary of \$26,107.52, to be pro-rated to her start date of 10/17/24 (*pending clearance*).”

P.82 Appointment of Lunchroom Aide – “that the Board approve the employment of the following Lunchroom Aide for the 2024-2025 school year.”

Kommukuri, Vineeta*	Memorial	2hrs/15min	\$19.50
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*Pending clearance

P.83 Approval of Sub List – “that the Board approve the following individuals be added to the substitute list for the 2024-2025 school year (*pending clearance*).”

Sub-Teacher

- Suzanne Bartlett – NJ teacher certificate
- Sara Aly – Sub-certificate w/ degree
- Linda Samad - Sub-certificate w/ degree

Sub-Nurse

- Michelle Bravo

P.84 Approval of Additional Payment – “that the Board approve paraprofessionals be paid at their hourly rate for breakfast and/or lunch coverage for the 2024-2025 school year as per submitted & approved timesheets.”

P.85 Approval of Additional Payment – “that the Board approve the following staff members be paid \$50 per hour for monitoring *High Impact Tutoring* for the 2024-2025 school year;

- Dorothy Gallagher Jeannie McQuaid
- Matilda Ballolli Lauren Schlossareck

P.86 Approval of Stipends - “that the Board approve the following stipend appointments for the 2023-2024 school year:

<u>2024-2025</u>	<u>DESCRIPTION</u>	<u>Annual</u>	<u>Per Diem</u>
MELANIE TORRE	TEAM LEADER - KINDERGARTEN	732.00	
KARA PAULSON	TEAM LEADER 1ST GRADE	732.00	
KAITLIN LAROSE	TEAM LEADER - 2ND GRADE	732.00	
A. KRENN	TEAM LEADER - 3RD GRADE	732.00	
M. BOSCHETTI	TEAM LEADER 4TH GRADE	732.00	
K. YEHLE	TEAM LEADER 5TH GRADE	732.00	
M. HASSEL	TEAM LEADER- SPECIAL ED MEM	732.00	
A. MANALILI	TEAM LEADER SPECIALS MEMORIAL	732.00	
M. STRAUSS	COLLABORATIVE TEACHER 5 SCIENCE	732.00	
N. TUFANO	COLLABORATIVE TEACHER 5 SCIENCE	732.00	

CARLY BYRNES	TEACHER IN CHARGE- PER DIEM	115.00
K.SMITH	TEACHER IN CHARGE- PER DIEM	115.00
J. CATALDI	TEACHER IN CHARGE- PER DIEM	115.00
N. TUFANO	DETENTION	40.00
C. ECOCHARD	TEAM LEADER 6TH GRADE	732.00
K. KOENIG	TEAM LEADER 7TH GRADE	732.00
K. FIEDLER	TEAM LEADER 8TH GRADE SHARED	366.00
K. McNAMARA	TEAM LEADER 8TH GRADE SHARED	366.00
J. SCHWEIZER	TEAM LEADER SPECIALS MAS	732.00
A. FELICIANO	TEAM LEADER- SPECIAL ED	732.00
C. CAVALIERO	COLLABORATIVE TEACHER 6 SCIENCE	732.00
D. BIGGINS	COLLABORATIVE TEACHER 6 SCIENCE	732.00
K. THOMSON	COLLABORATIVE TEACHER 6 SCIENCE	732.00
D. BIGGINS	COLLABORATIVE TEACHER 6 SCIENCE	732.00
L. AURIEMMA	COLLABORATIVE TEACHER 7 SCIENCE	732.00
J. FISHER	COLLABORATIVE TEACHER 7 SCIENCE	732.00
Q. CROLAND	COLLABORATIVE TEACHER 8 SCIENCE	732.00
N. NAPOLITANO	COLLABORATIVE TEACHER 8 SCIENCE	732.00
L GONNERMAN	COLLABORATIVE TEACHER 8 SCIENCE	732.00
N. NAPOLITANO	COLLABORATIVE TEACHER 8 SCIENCE	732.00
D. BIGGINS	CROCHET CLUB	402.00
A. SCHENK	REACT- SPLIT	293.50
D. BARRETT	REACT- SPLIT	293.50
HARRINGTON	HAWK MINI NEWSPAPER	243.50
SCHENK	HAWK MINI NEWSPAPER	243.50
ECOCHARD	HAWK NEWSPAPER 6-8	487.00
FIELDER	MAS YEARBOOK SPLIT	1,017.50
MCNAMARA	MAS YEARBOOK SPLIT	1,017.50
C. CHACON	MEM YEARBOOK	646.00
K KOENIG	MAS SUPPLY PERSON	402.00
M. FRENCH	MEM SUPPLY PERSON	402.00
KAREN. MARIE	TECHNOLOGY COORDINATOR	1,332.00
N. NAPOLITANO	STUDENT COUNCIL	1,202.00
G. AZZOLINI	ART CLUB	402.00
BLUNDO	BINDER RESCUE SPLIT	587.00
D. WELLS	CHESS CLUB	402.00
BALSAM	TALENT SHOW COORDINATOR	402.00
A. VECCHIA	THEATER ASST DIRECTOR (PLAY)	563.00
BALSAM	THEATER DIRECTOR (PLAY)	2,128.00
R. BURKE	BASEBALL	1,757.00
K. LAROSE	SOFTBALL COACH	878.50
N. BOSCHETTI	SOFTBALL COACH	878.50
WALKER	BSKT.COACH BOYS	4,183.00

CATLADI	BSKT.COACH GIRLS	2,091.50
SCHWEIZER	BSKT.COACH GIRLS	2,091.50
EISENBERG	CHEERLEADING	3,580.00
SCHWEIZER	INTRAMURAL ADVISOR- WINTER VOLLEYBALL	895.00
TBD	INTRAMURAL ADVISOR FALL -FRISBEE	895.00
TBD	INTRAMURAL ADVISOR- SPRING (kb) SPLIT	447.50
TBD	INTRAMURAL ADVISOR- SPRING (kb) SPLIT	447.50
D. MAUER	CROSS COUNTRY COACH- split	937.50
J. LINDENAU	CROSS COUNTRY COACH-split	837.50
BIGGINS	6TH GR.OVER.TRIP COORDINATOR	810.00
NAPOLITANO	8TH GR.TRIP COORDINATOR	810.00
FIEDLER	8TH GR. GRADUATION COORDINATOR	408.00
TIMMINS	BASKETBALL TOURNAMENT CHAPERONE	179.00
J SCHWEIZER, D WELLS, J CATALDI, L.WALKER	BASKETBALL CHAPERONES	66.00

- P.87 Approval of Resignation** - “that the Board accept, with regret, the resignation of Alice Clifford, a teacher at Memorial, effective December 5, 2024.”
- P.88 Approval of Resignation** - “that the Board accept, with regret, the resignation of Zamira Santana, a lunch aide at Memorial, effective October 1, 2024.”
- F.46 Approval of Check Run** - “that the Board approve a check run for *October* in the amount of: \$_____.”
- F.47 Approval of Check Run for Cafeteria Bills** - “that the Board approve a check run for cafeteria bills in *October* in the amount of: \$_____.”
- F.48 Approval of Board Secretary’s Report** - “that the Board approve the *PRELIMINARY* Board Secretary Report, as submitted, for September 30, 2024.”
- F.49 Approval of Treasurer’s Report** - “that the Board approve the *PRELIMINARY* Treasurer of School Monies Report, for September 30, 2024.”
- F.50 Approval of Preliminary Transfer of Funds** - "that the Board approve the *PRELIMINARY* report of transfer of funds for September 30, 2024."
- F.51 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 September 30, 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.52 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 **September 30, 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.53 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.54 Approval of Payroll - "that the Board approve the payroll for *September* as follows:

Fund	
10	1,095,017.41
20	1,866.94
Total:	\$ 1,096,884.35
Board Share FICA/Medicare	22,775.56
State Share FICA Medicare	56,781.66
Board DCRP	3,198.83
Total Payroll Expense:	1,179,640.40

F.55 Approval of Officials Rates - "that the Board approve of the following pay rates for the officials for the 2024-2025 school year;

<i>Cross Country</i>	<i>\$60.00 per meet</i>
<i>Basketball</i>	<i>\$60.00 per game</i>
<i>Baseball/Softball</i>	<i>\$70.00 per game</i>

R.13 Approval of Payment from Referendum Account - "that the Board approve the following resolution approving a payment to Daskall, LLC;

WHEREAS, Daskall LLC was awarded the contract for the addition at Memorial School and

WHEREAS, Daskall LLC has submitted Payment Application #8 in the amount of \$423,977.40 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 \$423,977.40.

R.14 Approval of Payment from Referendum Account - "that the Board approve the following resolution approving a payment to TEO Technologies;

WHEREAS, TEO Technologies, Inc. was awarded the contract for the HVAC upgrade at Maywood Avenue School and

WHEREAS, TEO Technologies, Inc. has submitted Payment Application #5 in the amount of \$ 360,150.00 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 \$360,150.00.

- R.15 Approval of Payment from Referendum Account** - “that the Board approve the following resolution approving a payment to GL Group, Inc.;
- WHEREAS**, GL Group, Inc. was awarded the contract for the Stem Lab at Maywood Avenue School and
- WHEREAS**, GL Group, Inc. has submitted Payment Application #1 in the amount of \$ 137,408.74 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 \$137,408.74.

Addendum

- F.56 Approval of Participation in Sourcewell Cooperative** - "that the Board authorizes participation in the *Sourcewell Cooperative* purchasing program for the 2024-2025 school year.”

EXCEPTED MOTIONS VOTED ON SERPARATELY

- A.14 Acceptance of Minutes** – “that the Board accept the following minutes of the Board of Education meetings.”

6/13/24 Work Session, Regular Meeting, Closed

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

- A.67 Acceptance of Minutes** – “that the Board accept the following minutes of the Board of Education meetings.”

7/17/24 Work Session, Regular Meeting, Closed

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

- A.90 Acceptance of Minutes** – “that the Board accept the following minutes of the Board of Education meetings.”

9/18/24 Work Session, Regular Meeting, Closed

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

TABLED MOTIONS

- A.74 Acceptance of Minutes** – “that the Board accept the following minutes of the Board of Education meetings.”

8/21/24 Work Session, Regular Meeting, Closed

BOARD COMMENTS

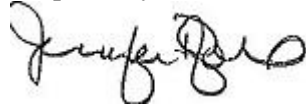
- *n/a*

CLOSED SESSION 7:10PM – 7:23PM

- *Personnel*

MEETING ADJOURNED BY ACCLAMATION AT 8:13PM

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Jennifer Pfohl". The signature is written in a cursive style with a large initial "J".

Jennifer Pfohl, Board Secretary