

MAYWOOD BOARD OF EDUCATION MINUTES OF REORGANIZATION MEETING January 7, 2025

The Reorganization Meeting of the Maywood Board of Education was held on January 7, 2025. Ms. Jennifer Pfohl, the Board Secretary, called the meeting to order at 7:02 P.M.

ROLL CALL

MEMBERS PRESENT: Mr. Cilento, Ms. Kiely, Ms. Soriano and Mr. Velez

MEMBERS ABSENT: N/A

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

FLAG SALUTE

Adequate notice of this meeting was provided on December 23, 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.

BOARD SECRETARY'S REPORT OF ELECTION RESULTS

- Report not available

SWEARING IN NEWLY ELECTED MEMBERS

- Justine O'Neill, Mark Ramirez and Kevin Taylor were sworn in.

ROLL CALL

MEMBERS PRESENT: Mr. Cilento Ms. Kiely, Mr. O'Neill, Mr. Ramirez, Ms. Soriano, Mr. Taylor and Mr. Velez

MEMBERS ABSENT: N/A

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

MAYWOOD BOE TRUSTEES AND EXPIRATION OF TERMS OF OFFICE

<u>Trustee</u>	<u>Expiration of Term</u>
Mr. Cilento	2025
Ms. Kiely	2026
Mr. O'Neil	2027
Mr. Ramirez	2027
Ms. Soriano	2026
Mr. Taylor	2027
Mr. Velez	2025

NOMINATION FOR BOARD PRESIDENT

Ms. Pfohl opened the floor for nominations for Board President. Ms. Soriano nominated Mr. Taylor.

Moved by: Ms. Soriano
Seconded by: Mr. Cilento
Vote: 7/0
Abstention: 0

The newly elected Board President opened the floor for nominations for Vice-President. Mr. Taylor nominated Ms. Kiely.

Moved by: Mr. Cilento
Seconded by: Ms. Soriano
Vote: 7/0
Abstention: 0

OPEN TO THE PUBLIC

n/a

BOARD COMMENTS

n/a

NEW BUSINESS

BL.8 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.133, A.134, A.135, A.136, A.137, A.138, A.139, A.140, A.141, A.142, A.143, A.144, A.145, A.146, A.147, A.148 and A.149 to be approved as shown on the agenda dated January 7, 2025"

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

A.133 Approval of District's Policies and By-Laws - "that the Board approve the adoption of the existing Maywood School District's Policies until the Reorganization Meeting in 2026."

A.134 Appointment of Board Secretary - "that the Board appoint Ms. Jennifer Pfohl to serve as Board Secretary for the Maywood School District, effective until the 2026 Reorganization Meeting."

- A.135 Approval of Board Meeting Schedule** - "that the Board approve the Maywood Avenue School Library/Media Center to be the meeting place for the Regular Meeting on the third Wednesday of each month at the hour of 7:00p.m. In the event of holidays or other conflicts the meeting will be held on a mutually agreed upon date and time, effective until the 2026 Reorganization Meeting."

Tuesday, January 7 @ 7:000 pm only - Reorganization meeting

Wednesday, January 22 - 4th Wednesday

Wednesday, February 19

Wednesday, March 12 - 2nd Wednesday

Wednesday, April 30 – 5th Wednesday Budget Hearing

Wednesday, May 14 – 2nd Wednesday

Wednesday, June 18

Wednesday, July 16

Wednesday, August 27- 4th Wednesday

Wednesday, September 17

Wednesday, October 15

Wednesday, November 19

Wednesday, December 17

- A.136 Approval of Official Newspapers** - "that the Board designate OUR TOWN and THE RECORD as the official newspapers of the Maywood Board of Education for the filing of legal notices, effective until the 2026 Reorganization Meeting."

- A.137 Approval of Code of Ethics** - "that the Board approve the Code of Ethics for School Board Members, effective until the 2026 Reorganization Meeting, as read."

- A.138 Approval of Appointment** – "that the Board approve the appointment of Board Member **Ray Velez** as the Maywood Board of Education representative to the East Carlstadt-Rutherford Board of Education, effective until the 2026 Reorganization Meeting."

- A.139 Approval of Annual Fees** - "that the Board, pursuant to and in accordance with the Open Public Meetings Law, Chapter 231, New Jersey Laws of 1975, approve and establish an annual fee for mailed advance notice of all Board meetings, in accordance with the rates stated in N.J.S.A. 47:1A-5."

- A.140 Authorization to Sign Checks** - "that the Board authorize the President, Vice President, Superintendent, Board Secretary/School Business Administrator and Treasurer to sign checks for the Maywood Board of Education, effective until the Reorganization Meeting in 2026."

- A.141 Approval of Depositories** - "that the Board approve TD Bank as the depository for the Maywood Board of Education funds and the TD Bank be required to be insured by either the SLIC or the FDIC and/or as required by both Federal and State statutes, effective until the Reorganization Meeting in 2026."

A.142 Authorization to Use Signature Stamps - "that the Board concur in the practice of the Board Secretary/School Business Administrator being authorized to use the signature stamp of the Superintendent and the newly elected President of the Board, in their absence, on behalf of the Maywood Board of Education, effective until the Reorganization Meeting in 2026, for checks and Board approved contracts."

A.143 Approval of Organizational Chart – "that the Board approve the Organizational Chart for the Maywood Public School district, as submitted."

A.144 Establishment of Board Committees - "that the Board establish the following committees:

Buildings and Grounds	Personnel	Curriculum
Community Relations	Policy	Finance
Technology	Negotiations	Safety/OEM

A.145 Designation of Liaisons – "that the Board assign the following liaisons:

NJSBA BCSBA	Library	Becton Board of Education
Maywood Ave PTO	Seniors	Mayor and Council
Memorial PTO		

A.146 Approval of Required Bank Signatures - "that the Board accept the following Resolution;

<u>Account Name:</u>	<u>Required Signatures:</u>
General	Board President or Vice President, Treasurer & Board Secretary
Cafeteria	Board President or Vice President, Treasurer & Board Secretary
Student Activity	Board Secretary & Principal
Payroll	Treasurer and Board Secretary
Payroll Agency	Board President or Vice President & Board Secretary
Unemployment	Board President or Vice President & Board Secretary
Capital Reserve	Board President or Vice President & Board Secretary

RESOLVED, that the Financial Institution named above, at any one or more of its offices or branches, be and it hereby is designated as a Financial Institution of and depository for the funds of this Corporation, which may be withdrawn on checks, drafts, advices of debit, notes or other orders for the payment of monies (including electronic orders) bearing the signature of, or as otherwise authorized by, any one (1) of the following officers, employees or agents of this Corporation ("Agents"), whose actual signatures are shown below:

FURTHER RESOLVED, the Agents, whose names and signature appear above, are hereby authorized to open and maintain a deposit account or accounts of the Corporation with the Financial Institution, subject to the terms and conditions in the applicable Account agreement(s), as may be amended from time to time.

FURTHER RESOLVED, that the Financial Institution is hereby directed to accept and pay without further inquiry any item or payment order drawn against any of the Corporation's accounts with the Financial Institution bearing the signature of or as otherwise authorized by any such Agents even though drawn or endorsed to the order of any Agent signing or tendered by such Agent for cashing or in payment of the individual obligation of such Agent or for deposit to the Agent's personal account, and the Financial Institution shall not be required or be under any obligation to inquire as to the circumstances of the issue or use of any item signed, or payment order authorize, in accordance with the resolutions contained herein, or the application or disposition of such item or the proceeds of the item.

FURTHER RESOLVED, that any one of such Agents is authorized to endorse all checks, drafts, notes and other items payable to or owned by this Corporation for deposit with the Financial Institution, or for collection or discount by the Financial Institution, and to accept drafts and other items payable at the Financial Institution.

FURTHER RESOLVED, that the Bank is authorized to conduct Debit Card/ATM Card transactions in accordance with Financial Institution's Visa Debit Card Application and Agreement for Businesses.

FURTHER RESOLVED, that the above named agents are authorized and empowered to execute such other agreements, including, but not limited to, special depository agreements and arrangements regarding the manner, conditions or purposes for which funds, checks or items of the Corporation may be deposited, collected, or withdrawn and to perform such other acts as they deem reasonably necessary to carry out the provisions of these resolutions.

FURTHER RESOLVED, that the authority hereby conferred upon the above named Agents shall be and remains in full force and effect until written notice of the revocation thereof shall have been delivered to and received by the Financial Institution at the location where an account is maintained and Financial Institution has had a reasonable period of time to act upon such notice."

A.147 Approval of Additional Check Runs - "that the Board authorize additional check runs in addition to the monthly bills list each month, when necessary, to be approved at the following month's Board of Education meeting."

A.148 Appointment of Provider of Legal Services - "that the Board approve the following resolution:

WHEREAS, the law firm of *Fogarty & Hara, Esqs.* has the expertise and experience to provide professional services to the Board of Education (hereinafter referred to as the "Board"); and

WHEREAS, the Board is desirous of appointing the law firm of *Fogarty & Hara, Esqs.*, to provide professional services to the Board;

NOW, THEREFORE, BE IT RESOLVED that the Board appoint the law firm of *Fogarty & Hara, Esqs.* as Board Attorneys until the next reorganization meeting in accordance with the terms and conditions set forth in the Agreement which is attached hereto and made a part hereof. The Board President and the Board Secretary are hereby authorized to execute the Agreement and any and all other documents necessary to effectuate the terms of this Resolution. The Board Secretary is hereby directed to publish a notice of this Award in the official newspaper of the Board.

A.149 Appointment of Architect - "that the Board accept the following Resolution;

WHEREAS, the Architectural Firm of *LAN Associates, Inc.* has the expertise and experience to provide professional services to the Board of Education (hereinafter referred to as the "Board"); and

WHEREAS, the Board is desirous of appointing the firm *LAN Associates, Inc.* to provide professional services to the Board;

NOW, THEREFORE, BE IT RESOLVED that the Board appoint the Architectural firm of *LAN Associates, Inc.* as Board Architect of Record until the next reorganization meeting. The Board President and the Board Secretary are hereby authorized to execute an Agreement and any and all other documents necessary to effectuate the terms of this Resolution, fee schedule on file in the Board Office. The Board Secretary is hereby directed to publish a notice of this Award in the official newspaper of the Board.

EXCEPTED MOTIONS VOTED ON SERPARATELY

- n/a

MEETING OPEN TO THE PUBLIC

- n/a

BOARD COMMENTS

- n/a

MEETING ADJOURNED BY ACCLAMATION AT 7:13PM

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Jennifer Pfohl", written in a cursive style.

Ms. Jennifer Pfohl
Board Secretary