

MAYWOOD BOARD OF EDUCATION

MINUTES OF REGULAR MEETING

December 18, 2024

The Regular Meeting of the Maywood Board of Education was held on December 18, 2024. President Taylor called the meeting to order at 6:30PM

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:

- We will honor BOE Trustees, Mr. Bendezu and Ms. Stelter
- All first and second round observations have been completed.
- Friday, December 20th is an EARLY DISMISSAL DAY
- Schools are Closed from December 23 through Jan. 1
- Schools reopen on Thursday, January 2, 2025
- The district was notified that the County will do a building and grounds walk through on the morning of January 14th followed by the DPR visit on February 11th.
- Congratulations to the MAS 6-8 grade students who achieved Principal's List, Honor Roll, or Distinguished Honor Roll recognition for the 1st marking period. All of these students and their families will be invited to the January BOE meeting to be publicly recognized.
- The District's Toy Drive for pediatric cancer patients at the Tomorrows Children's Fund has been a complete success and we thank everyone who contributed in any way. The student council elves braved the cold this past Saturday morning and we will be delivering the gifts to the TCF this week.
- The MAS Concert Series begins tonight and concludes tomorrow, and the Grade 1 concert took place last night. Pleasant Avenue Caroling and Senior Center Caroling performances were fantastic.
- Parent Teacher Conferences took place in both schools and again we utilized the virtual option where needed.
- Cheerleading, boys and girls basketball all began their respective seasons at the Little Ferry Holiday Tournament.

- Many thanks to the Class of 2025 for an incredible job with our annual leaf bagging blitz for our Maywood elderly and disabled population. 27 homes in total were accounted for and we have received many thanks from all involved.
- The District announced that the winter recess will be an “unplugged” time period free of homework and work related to school.
- On behalf of our entire district we wish everyone a happy holiday and healthy 2025.

BUSINESS ADMINISTRATOR’S REPORT

Ms. Pfohl reported on the following:

- Audit report - draft is in drive
- Will send out a draft meeting schedule over the next few weeks

COMMITTEE & LIAISON REPORTS

Buildings & Grounds – No report

Finance – No report

Curriculum – No report

Policy – No report

Personnel – Several maternity/paternity leaves

Safety/OEM – Fire department visit for Memorial addition was on 12/16/24

Technology – No report

Community Relations – Holiday concerts at Seniors was successful

Negotiations – No report

Legislation – No report

Mayor and Council – No report

MAS PTO – President asked for meeting with Timmins & Jordan in reference to their surplus

MEM PTO – No report

Becton BOE – No report

Seniors – No report

Library – Distributing fundraising items tonight. They are meeting tonight so Lynn was unable to attend.

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.7 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.125, A.126 A.127, A.128, A.129, A.130, A.131, A.132, PO.1, P.102, P.103, P.104, P.105, P.106, P.107, P.108, P.109, P.110, P.111, F.66, F.67, F.68, F.69, F.70, F.71, F.72, F.73, F.74, F.75, R.18, R.19 and R.20, be approved as shown on the agenda dated, 12/18/2024."

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

A.125 Acceptance of Minutes – “that the Board accept the following minutes of the Board of Education meetings.”

11/20/24 Work Session, Regular Meeting, Closed

A.126 Acceptance of Recorded Fire/Security Drills - "that the Board accept the following recorded Fire/Security Drills for November 2024:

<u>MEM:</u>	<u>MAS:</u>
11/06/24 Shelter in Place	11/15/24 Shelter in Place
11/19/24 Fire Drill	11/15/24 Fire Drill

A.127 Approval of Special Services – “that the Board approve payment to Region V, for a Multisensory Reading Teacher for the District at a rate of \$90 per hour, up to 14 hours per week, from 1/2/25 – 6/17/25. Not to exceed \$30,000.”

A.128 Amendment to Motion A.123 - Approval of Special Services – “that the Board approve an amendment to the rate of each evaluation. The correct rate is \$900 per evaluation, for a total of \$1,800.”

A.129 Approval of an Out-of-District Placement – “that the Board approve the following 1:1 out-of-district aide for the following student for 2024-2025 school year:

<u>Students:</u>	<u>School</u>	<u>Tuition</u>	<u>Transportation</u>	<u>Dates</u>
MK (Gr. 5) (move-in)	South Bergen Jointure, Maywood	\$74, 240 (to be prorated)	MBOE	12/9/24 – 6/24/25

- A.130 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>
S. Boneta	Play-based Engagement, Rapport Building , & Assessment Techniques for Children	1/14/25	\$60+mileage
J. Russo	Promoting Rapid Change for Students with Severe Phonological Disorders	1/31/25	\$295+mileage

- A.131 Approval of Conference Attendance** – “that the Board approve the attendance of Ms. Eileen Davis at the 2025 NJ Pupil Transportation Conference, **March 26-28, 2025**, in Atlantic City, NJ. The *estimated cost* is as follows:

Convention Registration \$ 500.00

Mileage, Tolls, & Parking \$ 130.02
(approx. 266 miles roundtrip and \$5.00 parking fee)

Hotel Accommodations for 2 Nights (before tax) \$ 214.00
(GSA allowable per diem rate is \$107.00 per night excluding tax)

Meals & Incidentals \$ 147.50
(Calculated as 1 day @ per diem of \$59.00 and 2 travel days@ \$44.25)

Total (estimated cost): **\$ 976.96**

- A.132 Approval of a Volunteer**– “that the Board approve Victoria Eisenberg as a volunteer Cheerleading coach for the 2024-2025 school year.”

- PO.1 Approval of First Reading** – “that the Board approve the first reading of the following Policies and Regulations:

P 0162	Notice of Board Meetings
P 0168	Recording Board Meetings
P 0173	Duties of Public School Accountant
P 1220	Employment of Chief School Administrator
P&R 1240	Evaluation of Superintendent
P 1523	Comprehensive Equity Plan
P&R 2200	Curriculum Content
P&R 2365	Acceptable Use of Generative Artificial Intelligence
P 2415.50	Title I – School Parent and Family Engagement
P&R 2419	School Threat Assessment Teams
P&R 2423	Bilingual & ESL Education
P&R 3160	Physical Examination
P&R 3212	Attendance
P&R 4160	Physical Examination
P&R4212	Attendance
P&R 5200	Attendance
P 5305	Health Services Personnel
P&R 5308	Student Health Records
P&R 5310	Health Services
P&R 5320	Immunization
P 5517	School District Issued Student ID Cards

P&R 5533	Smoking
P&R 5610	Suspension
P 5620	Expulsion
P 5722	Student Journalism
P&R 5750	Equal Educational Opportunity
P&R 6112	Reimbursement of Federal & Other Grant Expenditures
P 6115.04	Federal Funds – Duplication of Benefits
P&R 6220	Budget Preparation
P 6311	Contracts for Goods or Services Funded by Federal Grants
P 6830	Audit & Comprehensive Financial Report
P&R 7101	Educational Adequacy of Capital Projects
P 7243	Supervision of Construction
P&R 7410	Maintenance & Repair
P&R 8420	Emergency & Crisis Situations
R 8420.1	Fire Drills
P&R 8462	Reporting Potentially Missing or Abused Children
P 8508	Lunch Offer Versus Serve (OVS)
P&R 8630	Bus Driver Responsibility
P&R 9180	School Volunteers
P 9181	Volunteer Athletic Coaches
P&R 9320	Cooperation with Law Enforcement Agencies

P.102 Approval of a Leave Replacement- “that the Board approve Jerry Schilp as the paternity leave replacement for J. Lindenau, 12/02 - 12/20/24, as MA+30, step 1.”

P.103 Approval of a Leave Of Absence - “that the Board approve a maternity leave of absence for Maria Sardis, a teacher at MEM;

DATES:	REASON:
3/31/2025	Due Date
3/10/25 – 3/30/25	Period of disability (pre-birth) with pay & health benefits
4/01/25 – 6/17/25	FMLA – unpaid leave with health benefits
9/1/2025	Anticipated date of return

P.104 Approval of a Leave Of Absence - “that the Board approve a maternity leave of absence for Lindsay Magill, a paraprofessional at MAS;

DATES:	REASON:
3/24/2025	Due Date
3/10/25 – 3/23/25	Period of disability (pre-birth) with pay & health benefits
3/25/25 – 6/17/25	FMLA – unpaid leave with health benefits
9/1/2025	Anticipated date of return

- P.105 Amendment to Motion P.45 - Approval of a Leave Of Absence** - “that the Board approve a maternity leave of absence for **Kaitlyn Ottaviano**, a teacher at MAS;

DATES:	REASON:
11/12/24	Delivery Date
10/31/24 – 11/12/24	Period of disability (pre-birth) with pay & health benefits
11/13/24 – 1/03/25*	Period of disability (post-birth) with pay & health benefits
1/06/25 – 4/02/25	FMLA – unpaid leave with health benefits
4/03/25 – 4/18/25	Unpaid leave
4/21/25	Anticipated date of return

*Post-birth disability extended due to note

- P.106 Appointment of a Paraprofessional** - “that the Board appoint **Danielle Cironi** as a paraprofessional for the 2024-2025 school year, as a Certified, Step 2 with an annual salary of \$21,473.51, to be pro-rated to a start date of 12/19/24 (*pending clearance*).”
- P.107 Appointment of a Custodian** - “that the Board appoint **Pedro Nunez** as a custodian for the 2024-2025 school year, with an annual salary of \$47,196.00, to be pro-rated to a start date of 12/19/24.”
- P.108 Approval of Custodial Differential** - “that the Board approve **Sokol Ballolli** receive a custodial differential stipend, in the amount of \$4,916.25, for working the Wednesday-Sunday shift December 1, 2024 through March 2025.”
- P.109 Approval of Additional Payment** – “that the Board approve additional payment to the lunch aides, paraprofessionals and teachers on the attached spreadsheet, as per timesheets submitted through December 15, 2024.”
- P.110 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**
Maritza Sarentino – Sub-certificate w/ degree
- P.111 Approval of Resignation** - “that the Board approves the resignation of an employee whose name is on file in the Superintendent’s office effective June 30, 2025. The terms, stipulation and conditions of the Agreement on file in the Superintendent’s office, are hereby adopted & approved by the Board of Education. The Board President and Business Administrator/Board Secretary are hereby authorized and directed to execute the Agreement, and any other documents necessary to effectuate same.”
- F.66 Approval of Check Run** - “that the Board approve a check run for **December** in the amount of: **\$ 2,094,974.01**.”
- F.67 Approval of Check Run for Cafeteria Bills** - “that the Board approve a check run for cafeteria bills in **December** in the amount of: **\$ 18,909.77**.”

- F.68 Approval of Board Secretary's Report** - "that the Board approve the *PRELIMINARY* Board Secretary Report, as submitted, for **November 30, 2024.**"
- F.69 Approval of Treasurer's Report** - "that the Board approve the *PRELIMINARY* Treasurer of School Monies Report, for **November 30, 2024.**"
- F.70 Approval of Preliminary Transfer of Funds** - "that the Board approve the *PRELIMINARY* report of transfer of funds for **November 30, 2024.** "
- F.71 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 **November 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.72 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 **November 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.73 Approval of Payroll** - "that the Board approve the payroll for *November* as follows:

<u>Fund</u>	
10	1,140,876.02
20	4,823.20
Total:	\$ 1,145,699.22
Board Share FICA/Medicare	25,230.29
State Share FICA Medicare	57,063.85
Board DCRP	3,430.84
Total Payroll Expense:	1,231,424.20

- F.74 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.75 Approval of the Purchase of a Bus** - "that the Board approve the purchase of a 2011 wheelchair bus from the River Edge Board of Education for \$10,000."
- R.18 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 #10 in the amount of \$511,115.08 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 \$511,115.08.”

R.19 Approval of Payment from Referendum Account - "that the Board approve the following resolution:

WHEREAS, Teo Technologies was awarded the contract for the HVAC upgrade at Maywood Avenue School; and

WHEREAS, Teo Technologies has submitted Payment Application #6 in the amount of \$233,975.00; 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 \$233,975.00.”

R.20 Approval of Payment from Referendum Account – “that the Board approve the following resolution:

WHEREAS, GL Group was awarded the contract for the STEM Lab at Maywood Avenue School; and

WHEREAS, GL Group has submitted Payment Application #2 in the amount of \$40,461.26; 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 \$40,461.26.”

EXCEPTED MOTIONS VOTED ON SERPARATELY

- n/a

TABLED MOTIONS

- n/a

BOARD COMMENTS

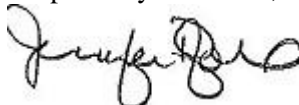
- n/a

CLOSED SESSION

- n/a

MEETING ADJOURNED BY ACCLAMATION AT 7:18PM

Respectfully submitted,



Jennifer Pfohl, Board Secretary