

# **MAYWOOD BOARD OF EDUCATION**

## **MINUTES OF REGULAR MEETING**

### **January 30, 2025**

The Regular Meeting of the Maywood Board of Education was held on January 30, 2025. President Taylor called the meeting to order at 7:00PM

#### **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. Michael Jordan, Superintendent and Ms. Jennifer Pfohl, Business Administrator

#### **FLAG SALUTE**

Adequate notice of this meeting was provided on January 7, 2025 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 the MAS Students earning Principals List, Honor Roll and Distinguished Honor Roll for the 1st marking period
- All non-tenured and tenured second/third round observations have been completed.
- Many thanks to the MAS and Memorial custodians and maintenance crews for their hard work during our recent snow/ice events. We appreciate them and the Maywood DPW for their hard work in keeping us safe.
- Maywood welcomed the County Superintendent of Schools, Mr. Patrick Fletcher, to our schools for the B&G site visit a few weeks ago. Mr. Fletcher walked through both school buildings, interacted with staff and students and noted how impressed he was. He noted that the official visit for the five DPR sections will take place on the morning of February 11th.
- Kindergarten Registration for the 25-26 school year is open. Please help to share this information with any Maywood families looking to register their child/children. The information included in the link below can also be found by visiting our Maywood Schools webpage. If you have questions about registration please contact Ms. French, secretary at Memorial School.
- I hope this communication finds you well. I reach out to inform o district community of an enhancement that we hope to implement that specifically focuses on the monitoring of student use of their district issued Chromebook during after school hours (4:30 pm - 8:00 am). As you may already know, the district has a software program named GoGuardian that allows the district to monitor the use of the Chromebook during the school day. The program provides us with instant notifications if a

student is using the Chromebook on our school domain for inappropriate reasons. The Chromebook is provided as an educational tool and therefore any searches for illicit, inappropriate, or unrelated topics to the school subjects at hand are flagged, and both teachers and administrators have the ability to then research what is being searched for and why. During the school day this is used with discretion as certain searches that may be alarming at first glance, may be searches related to a sensitive topic being discussed/researched in a class.

- The rules that trigger warnings for student use of the Chromebook remain the same 24/7. Searches that are flagged as inappropriate during school hours are also inappropriate (monitored) on the district's domain after the school day ends. However, any such searches for illicit, inappropriate, and/or illegal topics are prohibited in school and outside of school.
- The enhancement that we anticipate rolling out shortly, through work with the vendor, is a plan that specifically focuses on after school hours. We hope to have the ability to share the notifications with the parent between the hours of 4:30 pm and 8:00 am as the issues occur in real time. This will provide the parent with an email/text notification of such searches that the child is conducting of an inappropriate nature after the school day has ended.
- More importantly, it also would provide the parent with notifications searches of a very important and immediate nature including searches of self harm and/or harm to others and related threats after the school day has ended. Through the software, an immediate notification to law enforcement would be sent when any such searches rise to the level of self/other harm or threats to the school community. These notifications will be able to be communicated to parents via email and text so that immediate attention can be paid to the child during after school hours to either correct the behavior of inappropriate searches on a school device, or get the child immediate help if indeed the searches rise to that level of concern.
- The 1:1 Chromebook program's benefits far outweigh its drawbacks, but as technology advances continue to develop, we would be shortsighted not to look for ways to continuously work with our families to protect our kids, not only during regular school hours, but also after school ends for the day. This change would achieve such a goal by providing parents with the tools that would allow them to immediately assist. We will be in touch with further details as to potential plans for rollout and other specifics in the near future.
- Members of the district team including admin, main office personnel, board office personnel and school security to part in an NJASA school training webinar last week to discuss policies and procedures in the event of a federal ICE visit to a school. Below is the guidance that has been provided to all school districts.

*Consistent with the rule of law, local educational agencies (LEAs) must honor valid judicial search or arrest warrants, court orders, and subpoenas signed by a judge. Because it is difficult for an untrained person to determine whether these are the documents being presented, it is vitally important for school officials to obtain a copy of any judicial search or arrest warrant, court order, or subpoena and present it to your district legal counsel before taking any action in response to immigration officials, including Immigration and Customs Enforcement (ICE) personnel. Protocols should be developed in alignment with the best practices and guidelines designed to protect the safety of all students. Below is an example protocol for when immigration officials approach a school for immigration enforcement activities regarding students.*

Physical Access to School Premises.

- If an immigration agent seeks to or enters school grounds in an official capacity, immediately contact the Chief School Administrator.
- Obtain information from the agent regarding their credentials, the purpose of the access request, and any documentation that authorizes school access.
- Inform the agent that absent exigent circumstances, school personnel must first receive direction from the Chief School Administrator. Chief School Administrators are not required to grant access to school premises absent an official judicial search warrant or arrest warrant signed by a judge or exigent circumstances. An administrative immigration warrant is not sufficient to require admittance. For example, an ICE Warrant for Arrest of Alien ([Form I-200](#)) is a warrant often used by immigration officers but is not a judicially-issued warrant. ○ Chief School Administrators should consult district legal counsel to assess the documentation and determine appropriate next steps.
- If the immigration agent declares the existence of an exigent circumstance and demands immediate access, comply with the request and immediately notify the Chief School Administrator.
- Schools are not required to provide information about students' attendance or locations or to make students available on the spot without the opportunity to consult with the Chief School Administrator and/or district legal counsel.

Access to School Records

- School staff should consult with the Chief School Administrator or a person designated by the Chief School Administrator before providing any personally identifiable information in order to ensure compliance with federal and state laws.
  - While schools must produce education records in response to a court order or subpoena, state and federal laws protect the privacy of student educational records. Thus, it is important to evaluate the specific court order or subpoena before responding with student educational records.
  - Districts should consider adopting a policy to ensure a consistent process for responding to subpoenas.
- The Family Educational Rights and Privacy Act ([FERPA](#)) is a federal law that affords parents the right to have access to their children's education records, the right to seek to have the records amended, and the right to consent to the disclosure of personally identifiable information from education records, except as provided by law. FERPA requires schools to make a "reasonable effort" to notify parents in advance of disclosing [student records](#) so the parent "may seek protective action". Additionally, State regulation (N.J.A.C. 6A:32-7.6) provides, among additional requirements, parents and students the right to three days' notice of the request.

Student Safety and Well-Being

- LEAs should ensure they have developed plans and policies to address the safety and protection of students. Plans and policies should include roles and responsibilities of school staff to ensure student protection and safety in scenarios involving non-local law enforcement on school grounds. Consider establishing protocols for:
  - Supporting undocumented students and their peers prior to and during immigration-related enforcement activity,
  - Training staff on security protocols and the rights of students, parents, and staff, including undocumented people,
  - Reviewing building access policies, and if necessary, limiting entry points,
  - Ensuring support for special needs and multilingual learners,

- *Implementing a Continuity of Operations Education Plan, if necessary, to support affected students, and*
- *Monitoring and responding to the emotional impact on students and staff and offer follow-up interventions.*
- *LEAs should revisit their [School Security Safety Plans](#) are updated to support the above planning and continue to comply with rules governing school safety and security plans (e.g. N.J.A.C. 6A:16-5.1 and 16-1.3).*
- *Create a protocol for supporting students and families affected by deportation or other immigration-related actions, including by providing immediate emotional support. Ensure clear, sensitive communication with students and staff, and collaborate with community organizations for legal and other resources.*
- All seasons are moving along and we welcome everyone to come out and support all three teams.
- Many thanks to the PTOs for their help with a number of events since we last met. Turnouts at the last two district PTO meetings were excellent.
- Thanks to our guidance counselors, staff and students for a great start to National No Name Calling Week.
- Period 1 (Sept thru Dec) SSDS and HIB electronic submissions were made to the state.
- The District met with members of the MPD to complete the annual Memorandum of Understanding between the district and MPD.
- The District's Toy Drive for pediatric cancer patients at the Tomorrows Children's Fund was a complete success and we thank everyone who contributed in any way. The student council delivered over 20 bags of toys to the TCF on the half day prior to winter break.
- Bravo to the MAS and Memorial music departments and all of our many student musicians for an incredible holiday concert season. The MAS Concert Series, Grade 1 concert, Pleasant Avenue Caroling and Senior Center Caroling performances were fantastic.
- A reminder to kick start your Super Bowl Sunday by starting the morning at the MAS Grade 6 Pancake Breakfast.
- Maywood Avenue School's SOUPERBOWL of Caring Kickoff It's Back! Our 16<sup>th</sup> annual SouperBowl of Caring begins next Monday, January 27<sup>th</sup>. The goal of this national event is to provide a variety of nutritious, non-perishable foods to families in need of assistance. The collection will be point-based, with much-needed items earning higher points than those we already have in stock. Participating MAS students in each grade's winning homeroom will receive a prize as a thank you for their commitment to our community. See flyer attach for details.

## BUSINESS ADMINISTRATOR'S REPORT

### Ms. Pfohl reported on the following:

- We are approving all reports from June 30<sup>th</sup> – December 31<sup>st</sup> at this meeting because the audit is complete and the financials are now complete.
- Ethics forms are due April 1<sup>st</sup>, but please return them asap. If the information is the same as last year, please send an email allowing me to complete the form on your behalf.
- Working on the budget. Budget calendar is in the BOE drive. We have to schedule a finance committee meeting after 2/10. There will be the need for additional meetings.
- There is an addendum tonight for referendum award of contract.

## COMMITTEE & LIAISON REPORTS

**Buildings & Grounds** – *No report*

**Finance** – *No report*

**Curriculum** – *Kerry is working on QSAC with the County office.*

**Policy** – *No report*

**Personnel** – *Several maternity & paternity leaves*

**Safety/OEM** – *Mr. Cilento would like to meet with officers regarding safety plans*

**Technology** – *No report*

**Community Relations** – *No report*

**Negotiations** – *No report*

**Legislation** – *No report*

**Mayor and Council** – *No report*

**MAS PTO** – *Joint PTO meeting on 2/11/25. Pancake breakfast Super Bowl Sunday*

**MEM PTO** – *No report*

**Becton BOE** – *No report*

**Seniors** – *No report*

**Library** – *Will be opening on Sundays, not in the summer. Part-time job open for marketing. Circulation levels have finally exceeded preCovid levels.*

**Office of Emergency Management** – *No report*

## PRESENTATIONS and RECOGNITIONS;

- *MAS Academic Distinction Student Awards*

## BREAK at 7:15PM – 7:37PM

- *Cake*

## MEETING OPEN TO THE PUBLIC

- *n/a*

## BOARD COMMENTS

- *n/a*

## OLD BUSINESS

- *n/a*

## NEW BUSINESS

### **BL.9 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.151, A.152 A.153, A.154, A.155, A.156, A.157, A.158, A. 159, A.160, A.161, A.162 A.163, A.164, A.165, A.166, PO.2, P.112, P.113, P.114, P.115, P.116, P.117, P.118, P.119, F.76, F.77, F.78, F.79, F.80, F.81, F.82, F.83, F.84, F.85, F.86, F.88, R.21, R.22, R.23, R.24, R.25, R.26, R.27 and R.28, excepting motion A.150 to be approved as shown on the agenda dated, 1/30/2025."

Moved by: Mr. Taylor  
Seconded by: Ms. Soriano  
Vote: 7/0  
Abstentions: 0

### **A.151 Acceptance of Recorded Fire/Security Drills** - "that the Board accept the following recorded Fire/Security Drills for December 2024:

<b><u>MEM:</u></b>	<b><u>MAS:</u></b>
12/17/24 Fire Drill	12/18/24 Fire Drill
12/20/24 Shelter in Place	12/20/24 Code Blue

### **A.152 Approval of the Audit Report** – “that the Board accept the 2024-2025 Comprehensive Annual Financial Report, the Audit Synopsis, and the Annual Management Report.”

### **A.153 Approval of Corrective Action Plan** – “that the Board approve the corrective action plan, as set forth in the CAFR, June 2024 Audit, that states that the following:

*There are no recommendations*

### **A.154 Approval of District Threat Assessment Team** – “that the Board approve the following staff members to be on the *Maywood District Threat Assessment Team*:

Michael Jordan	Carly Byrnes	Sheryl Spencer
Keith Timmins	Jessica Cataldi	Brielle Smith
Kerry Leto	Michael Capone	Karen Brickett
Christina Blundo	Bob Francaviglia	Dan Pitre

### **A.155 Approval of Emergency Evacuation Drill** – “that the Board approve the *Emergency Evacuation Drill* that took place on 1/10/2025.”

### **A.156 Approval of Membership** – “that the Board approve its membership in the *Region V Superintendents’ Advisory Council* for the 2025-2026 school year.”

### **A.157 Approval of Class Trips** – “that the Board approve the following class trips for the 2024-2025 school year;

7 <sup>th</sup> grade	10/25/24	Dr. Kaboom! Bergen Pac, Englewood, NJ
Kindergarten	4/28 & 429/25	Maywood Library

**A.158 Approval of Field Trip Hardship** – “that the Board provide payment for 2 students whose names are on file in the Board of Education to attend the Fairview Lakes Trip. The cost of the trip is \$225 per student.”

**A.159 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. Spencer	NJ APSA Annual Winter Academy	2/28/25	\$149+mileage

**A.160 Approval of Conference Attendance** – “that the Board approve the John Montany attend the 2025 NJSBGA Expo & Conference, March 23-26, 2025, in Atlantic City, NJ. The *estimated cost* is as follows:

<b>Convention Registration</b>	\$ 350.00
<b>Mileage, Tolls, &amp; Parking</b> (approx. 266 miles roundtrip and \$5.00 parking fee)	\$ 130.02
<b>Hotel Accommodations for 3 Nights (tax not incl.)</b> (GSA allowable per diem rate is \$107.00 per night excluding tax)	\$ 321.00
<b>Meals &amp; Incidentals</b> (Calculated as 2 days @ \$59.00 and 2 travel days@ \$44.25 each)	\$ 186.50

<b>Total (estimated cost):</b>	<b>\$ 987.52</b>
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**A.161 Approval of Insurance Group Membership Resolution** - “that the Board approve the following resolution to continue membership in the *Northeast Bergen County School Board Insurance Group*;

**WHEREAS**, a number of Boards of Education in Bergen County have joined together to form a Joint Insurance Group as permitted by NJ Title 18A-18B and;

**WHEREAS**, said Group was approved effective July 1, 1985 by the NJ Commissioner of Insurance and has been in Operation since that date and;

**WHEREAS**, the Bylaws and regulations governing the creation and operation of this Insurance Group contain elaborate restrictions and safeguards concerning the safe and efficient administration of the public interest entrusted to such a Group, and;

**WHEREAS**, the Board of Education of Maywood has determined that membership in the Northeast Bergen County School Board Insurance Group is in the best interest of the District;

**NOW THEREFORE**, be it resolved that the Board of Education of Maywood does hereby agree to renew membership in the Northeast Bergen County School Board Insurance Group and hereby accept the Bylaws as approved and adopted. The renewal term is from July 1, 2025 to June 30, 2028.

**BE IT FURTHER RESOLVED** that the Board Secretary/Business Administrator is authorized to execute the application for membership and the accompanying certification on behalf of the District and;

**BE IT FURTHER RESOLVED** that the Board Secretary/Business Administrator is authorized and directed to execute the Indemnity and Trust Agreement and such other documents signifying membership in the Group as are required by the Group’s Bylaws and to deliver the same to the Executive Director.”

**A.162 Approval of SOA** – “that the Board approve the Statement of Assurance submitted for the *Use of Paraprofessionals* for the 2024-2025 school year.

**A.163 Approval of Special Services** - “that the Board approve the following service for student *LJ (Gr. 8)* for the 2024-2025 school year, as follows:

**Service:** Psychiatric Evaluation  
**Provider:** Michael Lienhard Psychiatry L.L.C  
**Rate:** \$850 per evaluation  
**Date:** To be completed by 2/07/25  
**Total:** \$850.00

**A.164 Approval of Field Experience** - “that the Board approve Katherine Bennin, a student at Montclair State University, for an on-site field experience as needed to complete her educational leadership program, to begin in May 2025.”

**A.165 Approval of a Professional Development Provider** - “that the Board approve *JK Personal & Professional Development, LLC* as a professional development training vendor.”

**A.166 Approval of Special Services** - “that the Board approve the following service for student *MC (PreK/MAP)* for the 2024-2025 school year, as follows:

**Service:** Developmental Evaluation  
**Provider:** Dr. Batul Ladak, Saddle Brook  
**Rate:** \$750 per evaluation  
**Date:** To be completed by 2/01/25  
**Total:** \$750.00

**PO.2 Approval of Second Reading and Adoption**– “that the Board approve the second reading and adoption 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 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 5111	Eligibility of Resident/Nonresident
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 5512	HIB
P&R 5516	Use of Electronic Communication Devices

P 5517	School District Issued Student ID Cards
P&R 5533	Smoking
P&R 5610	Suspension
P 5620	Expulsion
P 5701	Academic Integrity
P 5710	Student Grievance
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 7441	Electronic Surveillance in School Buildings
P&R 8420	Emergency & Crisis Situations
R 8420.1	Fire Drills
P&R 8462	Reporting Potentially Missing or Abused Children
P 8500	Food Services
P 8508	Lunch Offer Versus Serve (OVS)
P&R 8630	Bus Driver Responsibility
P 9163	Spectator Code of Conduct for Interscholastic Events
P&R 9180	School Volunteers
P 9181	Volunteer Athletic Coaches
P&R 9320	Cooperation with Law Enforcement Agencies

**P.112 Amendment to Motion P. - Approval of a Leave of Absence** - “that the Board approve an amendment to the dates of the maternity leave of absence for **Kelly (Fiedler) Zavodsky**, a teacher at MAS;

<b>DATES:</b>	<b>REASON:</b>
10/29/2024	Delivery Date
10/30/24 - 12/17/24	Period of disability (post-birth) with pay & health benefits
12/18/24 – 3/27/25	FMLA – unpaid leave with health benefits
3/28/25 – 4/30/25	Unpaid leave
5/1/2025	<b>Anticipated date of return</b>

\*Post-birth disability extended due to doctor’s note

**P.113 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-Custodian**

Yessenia Rodas  
Isa Quezada  
Jacinto Suriel

**Sub-Teacher**

Meghan Pfohl – NJ Sub-certificate

- P.114 Approval of Lateral Salary Moves** – “that the Board approve the following lateral salary moves, as per the MEA contract, to be effective February 1, 2025.”

<u>Name:</u>	<u>From:</u>	<u>Move to:</u>	<u>Step:</u>	<u>Salary:</u>
Manalili, Allison	MA Moving to	MA+15	4	\$61,661.00

- P.115 Approval of a Bus Aide Position** – “that the Board approve a new bus aide position for student, ***MK (OOD/5)*** @ South Bergen Jointure, Maywood for one hour each day, five days a week for the 2024-2025 school year.”

- P.116 Approval of a Bus Aide** – “that the Board approve Lisa VanDeWeert as a bus aide for student, ***MK (OOD/5)*** for one hour each day, 5 days a week for the 2024-2025 school year at her hourly rate. Start date of 1/13/25.”

- P.117 Approval of Maternity Leave Replacement** – “that the Board approve Olivia Kubler as the maternity leave replacement for K. Kraljic, from 2/4/25 – 6/30/25. She will be paid as a sub-teacher up until her NJ teacher certificate is issued, at that time she will be paid as a BA, Step 1 with a pro-rated salary of \$53,137.00.”

- P.118 Approval of Leave Replacement** – “that the Board approve Gail Zybulewski as the leave replacement for K. Michalski, from 1/17/25 – 5/2/25. She will be paid as MA, Step 1 with a prorated salary of \$57,436.00.”

- P.119 Approval of Stipends** – “that the Board approve the following stipend positions for the 2024-2025 school year;

K. Yehle	HIT ELA instructor – 1x per week/8 weeks	\$ 600.00
N. Tufano	HIT ELA instructor – 1x per week/8 weeks	\$ 600.00
K. Ottah	HIT Math instructor – 2x per week/8 weeks	\$1200.00
A. Schenk	HIT Multilingual students – 2x per week/12 weeks	\$ 800.00

- F.76 Approval of Check Run** - “that the Board approve a check run for ***January*** in the amount of: **\$ 1,850,089.19**.”

- F.77 Approval of Check Run for Cafeteria Bills** - “that the Board approve a check run for cafeteria bills in ***January*** in the amount of: **\$ 53,021.45**.”

- F.78 Approval of Final Board Reports** - “that the Board approve the final Board Secretary’s Report, Treasurer’s Report and Report of Transfers for **June 30, 2024**.”

- F.79 Approval of Board Reports** - “that the Board approve the Board Secretary’s Report, Treasurer’s Report and Report of Transfers for **July 31<sup>st</sup>**, **August 31<sup>st</sup>**, **September 31<sup>st</sup>**, **October 31<sup>st</sup>** and **November 30, 2024**.”

- F.80 Approval of Board Secretary’s Report** - “that the Board approve the Board Secretary Report, as submitted, for **December 31, 2024**.”

- F.81 Approval of Treasurer’s Report** - “that the Board approve the Treasurer of School Monies Report, for **December 31, 2024**.”

**F.82 Approval of Preliminary Transfer of Funds** - "that the Board approve the report of transfer of funds for **December 31, 2024.**"

**F.83 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 **December 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.84 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 **December 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.85 Approval of Payroll** - "that the Board approve the payroll for *December* as follows:

<u>Fund</u>	
10	1,149,740.97
20	4,798.20
<b>Total:</b>	<b>\$ 1,154,539.17</b>
Board Share FICA/Medicare	27,818.80
State Share FICA Medicare	55,102.89
Board DCRP	3,402.86
<b>Total Payroll Expense:</b>	<b>1,240,863.72</b>

**F.86 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.87 Award of Copier Contract** - "that the Board approve a contract with Atlantic for a five year lease of the following copiers with maintenance agreement per New Jersey State Contract #24-FOOD-52426 as follows: 2 Ricoh IM 4000 Copiers and 5 Ricoh IM 7000 copiers for a term commencing on or about May 1, 2025 for 60 months at \$1,990.00 per month. The per copy charge will be .005."

**R.21 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 #3) in the amount of \$856.75 for pest control at the construction site. The new contract sum including this Change Order amount is \$3,882,856.75; 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.22 Approval of a Change Order** - "that the Board approve the following resolution:  
**WHEREAS**, TEO Technologies, Inc. was awarded the contract for the HVAC Upgrade at Maywood avenue School; and  
**WHEREAS**, Change Order # 1 was approved by the Board on August 21, 2024; and  
**WHEREAS**, the original Change Order did not account for the \$50,000 allowance; and  
**WHEREAS**, an additional Proposal for controls work in the amount of \$5,436.81 has been presented and approved by the architect:  
Change Order (CO #1) now results in a credit amount of \$758.19. The new contract sum including this Change Order amount is \$4,899,241.81; 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.23 Approval of a Change Order** - "that the Board approve the following resolution:  
**WHEREAS**, USA General Contractors Corp. was awarded the contract for the Roof Upgrades at Memorial School; and  
**WHEREAS**, USA General Contractors Corp. has submitted the following Change Order proposal, which has been approved by the architect:  
Change Order (CO #1) in the amount of \$14,287.62 for full replacement of canopy roofs in lieu of recoating. The new contract sum including this Change Order amount is \$941,287.62; 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.24 Approval of a Change Order** - "that the Board approve the following resolution:  
**WHEREAS**, TEO Technologies, Inc. was awarded the contract for the HVAC Upgrade at Maywood avenue School; and  
**WHEREAS**, TEO Technologies, Inc. has submitted the following Change Order proposal, which has been approved by the architect:  
Change Order (CO #2) in the amount of \$5,436.81 for HVAC repairs of equipment not under the contract scope. The new contract sum including this Change Order amount is \$4,904,678.62; 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:  
**WHEREAS**, Daskall LLC was awarded the contract for the addition at Memorial School and  
**WHEREAS**, Daskall LLC has submitted Payment Application #11 in the amount of \$287,646.41 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 \$287,646.41.

- R.26 Acceptance of Proposal – LAN Ceiling Replacement** - "that the Board accept a proposal from LAN Associates for ceiling replacement project in the science wing in the amount of \$12,100."

- R.27 Approval of a Change Order** - "that the Board approve the following:

**WHEREAS**, Open Systems Integrators, Inc. was awarded the contract for the Fire alarm upgrade at Memorial School; and

**WHEREAS**, Open Systems Integrators, Inc. has submitted the following Change Order proposal, which has been approved by the architect:

Change Order (CO #1) in the amount of \$7,668.56 for 2 detectors in the gym, 6 detectors and a duct detector in the attic of the addition not under the contract scope. The new contract sum including this Change Order is amount is \$383,262.84; 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.28 Approval of Award of HVAC Contract** - "that the Board the following;

**WHEREAS**, the Maywood Board of Education advertised for bids for the HVAC System Upgrades at Memorial School Project (the "Project"); and

**WHEREAS**, on January 22, 2025, the Board received four (4) bids for the Project, and

**WHEREAS**, H&S Construction and Mechanical, Inc. ("H&S Construction"), submitted the lowest bid for the Project, with a base bid in the amount of \$4,793,000 with a base bid allowance in the amount of \$50,000 for a total base bid amount of \$4,843,000, together with Alternate No. 1 in the amount of \$125,000 and Alternate No. 2 in the amount of \$360,000 for a total contract amount of \$5,328,000;

**WHEREAS**, H&S Construction's bid is responsive in all material respects; and

**WHEREAS**, it is the Board's desire to award the contract for the Project to H&S Construction.

**NOW, THEREFORE, BE IT RESOLVED** that the Board awards the contract for the Project to H&S Construction with a base bid in the amount \$4,793,000, together with an allowance in the amount of \$50,000, for a total base bid amount of \$4,843,000, Alternate No. 1 in the amount of \$125,000 and Alternate No. 2 in the amount of \$360,000 for a total contract amount of \$5,328,000;

**BE IT FURTHER RESOLVED** that this award is expressly conditioned upon the contractor furnishing the requisite insurance certificate and labor and materials/performance bond as required in the Project specifications, together with an AA201-Project Manning Report, and an executed AIA contract as prepared by the Board Attorney, within ten days of the date hereof.

**BE IT FURTHER RESOLVED** that the Board Attorney is hereby directed to draft the agreement with the successful bidder consistent with this Resolution and with the terms contained in the bid documents approved by the Board for the Project. The Board President and the Board Secretary are hereby authorized to execute such agreement and any other documents necessary to effectuate the terms of this resolution.

## EXCEPTED MOTIONS VOTED ON SERPARATELY

**A.150 Acceptance of Minutes** – “that the Board accept the following minutes of the Board of Education meetings.”

12/18/24

Work Session, Regular Meeting, Closed

1/07/25

Re-organization Meeting

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

## TABLED MOTIONS

- *n/a*

## BOARD COMMENTS

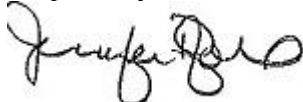
- *n/a*

## CLOSED SESSION

- *n/a*

## MEETING ADJOURNED BY ACCLAMATION AT 8:03PM

Respectfully submitted,



Jennifer Pfohl, Board Secretary