

MAYWOOD BOARD OF EDUCATION

MINUTES OF REGULAR MEETING

May 14, 2025

The Regular Meeting of the Maywood Board of Education was held on May 14, 2025. President Taylor called the meeting to order at 7:02PM.

ROLL CALL

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

MEMBERS ABSENT: Mr. O'Neill and Mr. Ramirez

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:

- All non-tenured and tenured observations have been completed.
- It is typically at this time that we announce the teachers of the year. However, we have changed the program based off of the work of a subcommittee. The new system will now recognize one Governor's
- Teacher of the Year who will be eligible for the county and state honors, as well as one teacher of the year from each school and one educational support professional from each school. Nominations are now due by the first week in June and the recipients will be named before the close of school on June 13.
- Tik Tok Parent Memo - TIK TOK Trend
- All K-8 families as well as all of our high school families will yet again receive re-registration forms via email shortly. Failure to complete the forms validating residency will disqualify students from attending Becton. Students at parochial schools will not be provided transportation/funding and students at the Bergen County Tech schools will not receive tuition and transportation funding.
- MAS Flood Memo
- Kindergarten registration information has been advertised and posted.
- Baseball and softball are both on the diamonds and involved in their respective postseason tournament play.
- Many thanks to the Maywood Women's Club for their annual awards night where they honor MAS and graduating high school students.

- Congratulations to all of the MAS students who achieved academic distinction honors for the 3rd MP.
- Many thanks to the many PTO and parent volunteers who spent countless hours preparing for and implementing the annual Grade 8 Social.
- Tuesday, May 27th, is now a full day of school. What was once a vacation day has been restored to a full day in school due to the use of an emergency day for the boiler room flood.
- We are in the midst of our last week of state testing. We thank all of our teachers and staff as well as admin and tech for working through a seamless process.
- MAS and the MAS cross-country team will again join forces with the MPD by running alongside the department for the Maywood leg of the Torch Run on June 6th.

BUSINESS ADMINISTRATOR'S REPORT

Ms. Pfohl reported on the following:

➤ n/a

COMMITTEE & LIAISON REPORTS

Buildings & Grounds – *No report.*

Finance – *No report*

Curriculum – *No report*

Policy – *No report*

Personnel – *Maternity leaves on agenda*

Safety/OEM – *No report*

Technology – *No report*

Community Relations – *No report*

Negotiations – *No report*

Legislation – *No report*

Mayor and Council – *911 calls are transitioned to Mahwah*

MAS PTO – *No report*

MEM PTO – *No report*

Seniors – *Will be having a play*

Library – *Acoustic folk singer in basement tonight. Health insurance premiums remain a tense issue*

Office of Emergency Management – *No report*

Becton BOE – *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.13 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.197, A.198 A.199, A.200, A.201, P.137, P.138, P.139, P.140, P.141, P.142, F.122, F.123, F.124, F.125, F.126, F.127, F.128, F.129, F.130, F.131, F.132, F.133, R.40 and R.41, to be approved as shown on the agenda dated, 4/30/2025."

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

A.197 Acceptance of Minutes – “that the Board accept the following minutes of the Board of Education meetings.”

4/30/25 Work Session, Regular Meeting, Closed

A.198 Acceptance of Recorded Fire/Security Drills - "that the Board accept the following recorded Fire/Security Drills for April 2025:

<u>MEM:</u>	<u>MAS:</u>
4/21/25 Fire Drill	4/11/25 Fire Drill
4/23/25 Lock down	4/23/25 Lock Down

A.199 Approval of Revised Comprehensive Equity Plan – “that the Board approve the revised District Comprehensive Equity Plan, as submitted.”

A.200 Approval of a New Placement – “that the Board approve the following placement for the 2024-2025 school year:

<u>Students:</u>	<u>School</u>	<u>Tuition</u>	<u>I:I Aide</u>	<u>Related Services</u>	<u>Transportation</u>	<u>Dates</u>
LA (Gr. 4 /OOD)	South Bergen Jointure - Maywood	\$74,240 (to be prorated)	\$10,834 (prorated)	N/A	Region V	4/28/25-6/24/25

A.201 Approval of Establishment of New Program – “that the Board approve establishing a new Learning/Language Disabilities – Mild/Moderate program beginning in the 2025-2026 school year.”

P.137 Approval of Additional Payment – “that the Board approve additional payment to teachers covering lunch duty at a rate \$40 per 55 min., as per submitted timesheets.”

- P.138 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 & Para
Matthew Paddock
- P.139 Appointment of Maternity Leave Teacher** – “that the Board appoint Lynda DeCarlo, as a maternity leave teacher for the 2025-2026 school year, placed on BA, Step 1-2 with an annual salary of \$55,534.00 (*pending clearance*).”
- P.140 Appointment of Maternity Leave Teacher** – “that the Board appoint Gail Zybulewski as a maternity leave teacher, from 9/2/25-12/23/25, placed on MA, Step 1-2 with an annual salary of \$59,833.00.”
- P.141 Appointment of Maternity Leave Teacher** – “that the Board appoint Olivia Kubler, as a maternity leave teacher, from 1/5/26-3/15/26, placed on BA, Step 1-2 with an annual salary of \$55,534.00.”
- P.142 Appointment of Contract for Business Administrator/Board Secretary** - "that the Board approve a contract for Jennifer Pfohl, as the School Business Administrator/ Board Secretary, for the 2025-2026 school year, with an annual salary of \$168,625.00 (*Pending approval from the County Superintendent's Office*)”
- F.122 Approval of Check Run** - “that the Board approve a check run for *May* in the amount of: \$1,477,371.14.”
- F.123 Approval of Check Run for Cafeteria Bills** - “that the Board approve a check run for cafeteria bills in *May* in the amount of: \$ 14,855.26.”
- F.124 Approval of Board Reports** - “that the Board approve the Board Secretary’s Report, Treasurer’s Report and Report of Transfers for April 30, 2025.”
- F.125 Approval of Board Secretary’s Report** - “that the Board approve the Board Secretary Report, as submitted, for April 30, 2025.”
- F.126 Approval of Treasurer’s Report** - “that the Board approve the Treasurer of School Monies Report, for April 30, 2025.”
- F.127 Approval of Transfer of Funds** - "that the Board approve the report of transfer of funds for April 30, 2025.”
- F.128 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 April 30, 2025 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.129 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 April 30, 2025 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.130 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.131 Approval of Payroll - "that the Board approve the payroll for *April* as follows:

<u>Fund</u>	
10	1,103,055.79
20	8,773.20
Total:	\$ 1,111,828.99
Board Share FICA/Medicare	23,986.20
State Share FICA Medicare	56,424.26
Board DCRP	3,384.59
Total Payroll Expense:	\$ 1,195,624.04

F.132 Approval of FSMC Contract Renewal - "that the Board approve the following resolution:"

BE IT RESOLVED, that the Maywood Board of Education "SFA" approves the renewal of the Food Service Management contract with The Pomptonian, Inc. "FSMC" for the food service operation for 2025-2026.

1. FSMC Fee - The FSMC shall receive, in addition to the costs of operation, an administrative/management fee of \$28,427.00 to compensate the FSMC for administrative and management costs. This fee shall be included as a cost of operation and billed in 10 monthly installments of \$2,842.70 per month. The SFA guarantees the payment of such costs and fee to the FSMC.
2. There is no guaranteed financial performance
3. Total Estimated Cost of Contract:
 - Total estimated expenses (cost) include food, labor, supplies, other expenses, and FSMC management fee.
 - The Total Estimated Cost of Contract is \$380,252.90."

F.133 Approval of the Budget - "that the Board approve the following resolution:

WHEREAS, the Maywood Board of Education approved its 2025-2026 preliminary budget, and

WHEREAS, the Maywood Board of Education forwarded this 2025-2026 budget to the Bergen County Executive County Superintendent of Schools for review and approval and

WHEREAS, the 2025-2026 budget was reviewed and approved by the Executive County Superintendent and has been published in a legal notice advertising a public hearing;

BE IT RESOLVED, that the Maywood Board of Education approve the final 2025-2026 budget as follows:

<u>Fund</u>	<u>Budget</u>	<u>Local Tax Levy</u>
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General Fund (10)	\$28,213,195	\$22,430,204
Special Revenue Fund (20)	\$311,547 •	
Debt Service Fund (40)	\$2,275,775	\$1,444,102
Total	\$30,800,517	\$23,874,306

BE IT FURTHER RESOLVED that the 2025-2026 school year budget includes the adjustment for increased costs of health benefits in the amount of \$211,684. The additional funds will be used to pay for the additional increases in health benefit premiums.

BE IT FURTHER RESOLVED that the 2025-2026 school year budget includes the adjustment for banked cap in the amount of \$410,563. The district has fully exhausted all eligible statutory spending authority and must increase the base budget in the amount of \$410,563 for the purpose of increased tuition costs. The district intends to complete said purpose by June 30, 2026.

BE IT FURTHER RESOLVED that the 2025-2026 general fund appropriations include a \$410,563 withdrawal from the Capital Reserve Account to be transferred to the debt service fund to aid with payment of debt.

BE IT FURTHER RESOLVED that the 2025-2026 general fund appropriations include a \$75,000 withdrawal from the Maintenance Reserve Account for use on required maintenance activities for a school facility as reported in the comprehensive maintenance plan pursuant to N.J.A.C. 6A:26- 20.5.”

R.40 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 #15 in the amount of \$86,825.35 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 approves this payment application in the amount of \$86,825.35.”

R.41 Approval of Payment from Referendum Account - "that the Board approve the following resolution:

WHEREAS, H&S Mechanical was awarded the contract for the HVAC upgrade at Memorial School and

WHEREAS, H&S Mechanical has submitted Payment Application #1 in the amount of \$422,399.60 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 approves this payment application in the amount of \$422,399.60.”

EXCEPTED MOTIONS VOTED ON SERPARATELY

- n/a

TABLED MOTIONS

- n/a

BOARD COMMENTS

- *n/a*

CLOSED SESSION

- *n/a*

MEETING ADJOURNED BY ACCLAMATION AT 8:01PM

Respectfully submitted,

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

Jennifer Pfohl, Board Secretary