

**MAYWOOD BOARD OF EDUCATION
MINUTES OF REGULAR MEETING
October 15, 2025**

The Regular Meeting of the Maywood Board of Education was held on October 15, 2025. President Taylor called the meeting to order at 7:00PM.

ROLL CALL

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

MEMBERS ABSENT: Mr. O’Neill

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:

- There was 1 HIB related incident to report this month.
- Non-Tenured observations have begun and a detailed schedule has been produced for all staff and administrators.
- Staff were notified of the October 31, 2025 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 today.
- 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, open house, teacher luncheons and grade 4 breakfast.
- 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 home meet yesterday and a road meet tomorrow.
- The Grade 4 Breakfast took place this past Friday morning.
- The Becton Open House is scheduled for Oct 16 and Maywood will be providing a school bus shuttle for any families interested.
- The Maywood School 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 last week.
- The annual MAS 8th grade leaf raking blitz will take place on Saturday, November 15 from 9 am to 12 pm. MAS 8th graders will

BUSINESS ADMINISTRATOR'S REPORT

Ms. Pfohl reported on the following:

- Health insurance premiums are up approximately 35%. Meeting with a broker on Monday to go over some proposals.
- May be selling two busses and replacing.
- Audit will start shortly.

COMMITTEE & LIAISON REPORTS

Buildings & Grounds – *Referendum*

Finance – *No report*

Curriculum – *No report*

Policy – *No report*

Personnel – *C. Buzzerio and D. Sanzari both retiring after a long time serving the district. Both will be missed.*

Safety/OEM – *No report*

Technology – *New testing prep supposed to be ready.*

Community Relations – *Open house was successful.*

Negotiations – *No report*

Legislation – *No report*

Mayor and Council – *No report*

MAS PTO – *Meeting was last night. Looking to get more support from 6th grade parent population.*

MEM PTO – *No report*

Seniors – *No report*

Library – *Want to limit elevator usage. Discussing glass cases at Borough Hall and display of historical items.*

Office of Emergency Management – *No report*

Becton BOE – *Meeting on 10/29/25*

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.5 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.80 A.81, A.82, A.83, A.84, A.85 A.86, A.87, A.88, A.89, A.90, P.73, P.74, P.75, P.76, P.77, P.78, P.79, P.80, P.81, P.82, P.83, P.84, P.85, P.86, P.87, P.88, P.89, P.90, F.46, F.47, F.48, F.49, F.50, F.51, F.52, F.53, F.54, F.55, R.9, R.10 and R.11, excepting motion A.79 and A.91 to be approved as shown on the agenda dated, 10/15/2025."

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

A.80 Approval of Submission & Presentation – “that the Board approve the submission and presentation of the 2024-2025 NJSLA Spring Assessment Analysis.”

A.81 Acceptance of FOCUS Grant – “that the Board accept a FOCUS Grant in the amount of \$4,420, to be used for a K-3 district screener.”

A.82 Acceptance of a Tuition Student – “that the Board accept the enrollment of AO from the Rochelle Park Board of Education. Rochelle Park will pay tuition of \$32,000, prorated from the start date.”

A.83 Approval of Student Teacher Observation – “that the Board approve Julyanna Deauna, an alternate route education student from Brookdale Community College, be allowed to complete 4 hours of observation hours at Memorial in the Fall 2025.”

A.84 Acceptance of a Gift – “that the Board accept a snow blower as a gift from Mr. Desmond.”

A.85 Approval of Use of Facilities – “that the Board approve the use of a MAS classroom by *Maywood Girl Scouts*, the 2nd Thursday each month, 4pm-5pm, 10/1/25-06/30/26.”

A.86 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>
G. Azzolini	The Art Educators of NJ 2025 conference	10/27 & 10/28/25	\$215+mileage
J. Manzer	Handle with Care – recertification	11/18/25	\$300+mileage
N. Conturso	Handle with Care – recertification	11/18/25	mileage

A.87 Approval of New Placement – “that the Board approve the placement(s) for the student(s) listed below for the 2025-26 school year;

<u>Students:</u>	<u>School</u>	<u>Tuition</u>	<u>Related Services</u>	<u>Transportation</u>	<u>Dates</u>
DC (11/OOD)	Sage Alliance, Rochelle Park	\$73,380.72	N/A	Region V	9/18/25 – 6/18/26

A.88 Approval of Special Services - “that the Board approve the following special services for student *IJ(OOD-9)* for the 2025-2026 school year:

Provider: Ridgefield Memorial H.S.
Service: Multisensory Reading – 1x per week
Dates: 9/16/25 – 6/18/26
Rate: \$108 per 30 min. session
Total: \$3,996.00

A.89 Approval of Special Services - “that the Board approve the following special services for student *BL(MAS)* for the 2025-2026 school year:

Provider: Dr. Sameh Rageb, Upper Saddle River, NJ
Service: Psychiatric Evaluation
Dates: To be completed by 12/9/25
Rate: \$750.00 per evaluation

A.90 Approval of Special Services - “that the Board approve the following special services for student *BM(PreK)* and *HZ(PreK)* for the 2025-2026 school year:

Provider: Region V
Service: Parent training – 2 sessions each
Dates: To be completed by 10/30/25
Rate: \$75.00 per session
Total: \$300.00

P.73 Approval of a Leave of Absence - “that the Board approve a child rearing leave of absence for Jake Lindenau, a teacher at MAS;

DATES:	REASON:
2/04/26 – 2/27/26	Unpaid with health benefits
March 2, 2026	Anticipated date of return

P.74 Approval of a Leave Of Absence - “that the Board approve a maternity leave of absence for Samantha Gambino, a teacher at MEM;

DATES:	REASON:
<i>February 9, 2026</i>	<i>Due Date</i>
2/02/26 – 2/06/26	Period of disability (pre-birth) with pay & health benefits
2/10/26 – 2/27/26	Period of disability (post-birth) with pay & health benefits
3/02/26 – 6/02/26	FMLA – unpaid leave with health benefits
6/03/26 – 6/18/26	Unpaid leave
September 2026	Anticipated date of return

P.75 Appointment of a Paraprofessional - “that the Board approve Emily Kelsey as a paraprofessional for the 2025-2026, as NC, Step 1, with an annual salary of \$17,772.91 (*pending clearance*).”

P.76 Appointment of a Maternity Leave Replacement - “that the Board appoint Helen Trachtenberg as a maternity leave replacement for K. Zavodsky, from 1/05/26–5/15/26. She will be placed on BA, Step 1-2 with a salary of \$55,534.00, to be prorated.”

- P.77 Approval of Resignation** - “that the Board accept, with regret, the resignation of Hipatia Loor, a lunch aide at MEM, effective September 30, 2025.”
- P.78 Approval of Retirement** - “that the Board accept, with regret, the retirement of Claire Buzzerio, a paraprofessional at MEM, effective December 31, 2025.”
- P.79 Approval of Retirement** - “that the Board accept, with regret, the retirement of Dian Sanzari, a paraprofessional at MEM, effective June 30, 2026.”
- P.80 Approval of Sub List** – “that the Board approve the following individuals be added to the substitute list for the 2025-2026 school year (*pending clearance*).”
- Sub-Teacher**
Isabella Apgar –Sub-cert. w/ degree
Nairobi Frias - Sub-cert. w/ degree
Vineeta Kommukuri - Sub-cert. w/ degree
- P.81 Approval of Stipends** - “that the Board approve the following stipends for the 2025-2026 school year:
- | <u>2025-2026</u> | <u>DESCRIPTION</u> | <u>Annual</u> |
|------------------|------------------------------|---------------|
| J. Lindenau | Intramural Advisor – Frisbee | \$913.00 |
- P.82 Approval of Additional Payment** – “that the Board approve an additional payment of \$25 per diem for any paraprofessional covering a class as a sub-teacher. A NJ DOE sub-certificate or teacher certificate required.”
- P.83 Approval of Additional Payment** – “that the Board approve an additional payment of \$16.00 per hour for any lunch aide covering an office as a sub-secretary, on an as needed basis as per submitted time-sheets.”
- P.84 Approval of Resignation** - “that the Board accept, with regret, the resignation of Maria Sardis, a teacher at MEM, effective December 23, 2025.”
- P.85 Approval of Resignation** - “that the Board accept, with regret, the resignation of Vineeta Rao Kommukuri, a lunch aide at MEM, effective October 16, 2025.”
- P.86 Approval of Resignation** - “that the Board accept the resignation of Bianca Bini, a paraprofessional at MEM, effective October 10, 2025.”
- P.87 Approval of Additional Payment** - “that the Board approve Kelly Thomson provide home instruction for student RN(MAS), for 5 hours a week @ \$50 per hour, from 10/20/25–6/30/25, on an as needed basis, as per submitted timesheets.”
- P.88 Approval of Additional Payment** - “that the Board approve both Jennifer Hanley and Adam Vecchia provide home instruction for students JH(MAS) and MI(MAS), for 5 hours a week for each student @ \$50 per hour, on an as needed basis, starting on 10/13/25,as per submitted timesheets.”
- F.46 Approval of Additional Check Run** - “that the Board approve an additional check run in *September* in the amount of \$ 13,869.30.”

- F.47 **Approval of Check Run** - “that the Board approve a check run in *October* in the amount of **\$1,856,775.78**.”
- F.48 **Approval of Check Run for Cafeteria Bills** - “that the Board approve a check run for Cafeteria bills in *October* in the amount of **\$20,895.32**.”
- F.49 **Approval of Payroll** - “that the Board approve the payroll for *September* as follows:

<u>Fund</u>	<u>September</u>
10	1,139,462.26
20	4,099.52
Total:	\$ 1,143,561.78
Board Share FICA/Medicare	24,763.27
State Share FICA Medicare	57,550.29
Board DCRP	3,602.74
Total Payroll Expense:	\$ 1,229,478.08

- F.50 **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.51 **Approval of Board Secretary’s Report** – “that the Board approve the Board Secretary Report, as submitted, for **September 30, 2025**.”
- F.52 **Approval of Treasurer’s Report** – “that the Board approve the Treasurer of School Monies Report, for **September 30, 2025**.”
- F.53 **Approval of Board Secretary's Monthly Certification** - "that the Board accept the 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, 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.54 **Approval of Board's Monthly Certification** - "that the Board approve the 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, 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.55 **Approval of Transfer of Funds** - "that the Board approve the report of transfer of funds for **September 30, 2025**.”
- R.9 **Approval of Payment from Referendum Account** - "that the Board approve the following:
WHEREAS, H&S Construction and Mechanical was awarded the contract for the HVAC Upgrade at Memorial School; and

WHEREAS, H&S Construction and Mechanical has submitted Payment Application #6 in the amount of \$644,899.00 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 \$\$644,899.00.

R.10 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 #12) in the amount of \$2,999.20 for rekeying of exterior doors. The new contract sum including this Change Order is amount is \$3,958,096.35; 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.11 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 #13) in the amount of \$55,000.00 for sidewalk repair/replacement. This amount will be reduced by the contract allowance amount of \$40,000, resulting in a net change of \$15,000. The new contract sum including this Change Order is amount is \$3,973,096.35; 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."

EXCEPTED MOTIONS VOTED ON SERPARATELY

A.79 Acceptance of Minutes – "that the Board accept the following minutes of the Board of Education meetings."

9/25/25 Work Session, Regular Meeting, Closed

Moved by: Mr. Taylor
Seconded by: Mr. Ramirez
Vote: 5/0
Abstentions: 1

A.91 Approval of Student Disenrollment - "that the Board approve the disenrollment of student *EC (BRHS)* from the Maywood School District, resolution on file in the Superintendent's office."

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

TABLED MOTIONS

- *n/a*

BOARD COMMENTS

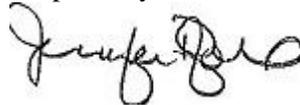
- *n/a*

CLOSED SESSION 7:40PM - 8:12PM

- *Residency*

MEETING ADJOURNED BY ACCLAMATION AT 8:16PM

Respectfully submitted,



Jennifer Pfohl, Board Secretary