

**MAYWOOD BOARD OF EDUCATION
MINUTES OF REGULAR MEETING
November 19, 2025**

The Regular Meeting of the Maywood Board of Education was held on November 19, 2025. President Taylor called the meeting to order at 7:00PM.

ROLL CALL

MEMBERS PRESENT: Mr. O’Neill, Mr. Ramirez, Ms. Soriano, Mr. Taylor and Mr. Velez

MEMBERS ABSENT: Ms. Kiely and 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 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 November Students of the Month
- All first round observations have been completed.
- The District’s Toy Drive for pediatric cancer patients at the Tomorrow’s Children’s Fund has begun. We hope to have just as big if not bigger of an outpouring of generosity as we did last year.
- Many thanks to the PTOs for their help with a number of events since we last met including the Trunk O’ Treat, the 6th grade Halloween social, the Grade 4 Breakfast, Flag Football and the many fundraisers taking place.
- Cheerleading, boys and girls basketball teams have been finalized and the season opens at the Little Ferry Holiday Tournament in two weeks.
- Many thanks to the MAS student council, guidance team and both school staff for their coordination of Respect Month.
- Red Ribbon Week was recognized in both schools. This anti substance abuse program is recognized across the country and reminds students and parents of the importance of this growing problem.
- This Saturday was the MAS Leaf Raking Blitz.
- This year Memorial honored our veterans by attending the Boro ceremony at Memorial Park, which honored all veterans. MAS honored our veterans by concluding each period with the reading of veteran names related to faculty and students.
- Both schools performed primary location evacuation drills with the assistance of the MPD. We commend one and all for their attention to detail and cooperation.
- The holiday concert season is upon us. The 1st grade as well as MAS concerts begin in early December and continue to the holiday break. Both schools will ring in the season with caroling together at Provident Bank on Friday evening, December 5th as well as appearances at the senior center for both senior clubs.

- The week of November 24th is a shortened week due to Thanksgiving. Monday and Tuesday, Nov. 24 & 25 are FULL DAYS. Wednesday, Nov. 26 is an EARLY DISMISSAL DAY
- Thursday and Friday, Nov. 27 & 28 schools are CLOSED.
- Former Maywood teacher, Ms. Parodi, visited our Grade 7 students. Students marvel at the incredible artifacts from her dad who served in WW2 and her grandfather who served in WWI.
- Memorial grade 3 students had a blast at Liberty Science Center. Thanks to everyone who contributed to make this a great trip!
- Parent/Teacher Conferences take place on the afternoon and evening of November 20th. Both MAS & MEM will run on an EARLY DISMISSAL schedule on the 20th. Memorial dismisses at 12:20 pm. MAS dismisses at 12:30 pm.
- Congratulations to Mr. Velez on his re-election and to Ms. Benson-Kraft on her election to the Maywood BOE.
- Mr. Velez on his re-election and to Ms. Benson-Kraft on her election to the Maywood BOE.

BUSINESS ADMINISTRATOR'S REPORT

Ms. Pfohl reported on the following:

- Lease purchase of two buses and purchase of a used bus both on the agenda.
- We are selling two 54-passenger and one 16-passenger buses.
- Proceeds will pay two years of lease payments and cover used bus purchase.

COMMITTEE & LIAISON REPORTS

Buildings & Grounds – *Referendum*

Finance – *No report*

Curriculum – *No report*

Policy – *No report*

Personnel – *No report*

Safety/OEM – *MOU meeting was tonight*

Technology – *No report*

Community Relations – *Leaf raking blitz was a success. Debate was very well run.*

Negotiations – *No report*

Legislation – *No report*

Mayor and Council – *No report*

MAS PTO – *Has a healthy surplus. They are working on trying to remedy the electric sign issues at Memorial*

MEM PTO – *No report*

Seniors – *Had a Thanksgiving luncheon last week.*

Library – *Book sale on 6th & 7th. Maywood staff can get free books of the 5th. Library has free museum passes. Using new dividers.*

Office of Emergency Management – *No report*

Becton BOE – *Hosted a play in October. Sports had a great fall season. From scratch cooking; a Pomptonian initiative.*

PRESENTATIONS and RECOGNITIONS;

- *October Students of the Month*

BREAK

- *n/a*

MEETING OPEN TO THE PUBLIC

- *n/a*

BOARD COMMENTS

- *n/a*

OLD BUSINESS

- *n/a*

NEW BUSINESS

BL.6 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.93 A.94, A.96, A.97, A.98, A.99 A.100, A.101, A.102, A.103, A.104, A.105, P.89, P.90, P.91, P.92, F.56, F.57, F.58, F.59, F.60, F.61, F.62, F.63, F.64, F.65, F.66, F.67, F.68, R.12, R.13, R.14, R.15 and R.16, excepting motion A.92 and A.95 to be approved as shown on the agenda dated, 11/19/2025."

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

- A.93 Approval of Approval of M-1 and Health and Safety Inspections** - "that the Board hereby authorize the school business administrator to submit the attached Annual Maintenance Budget Amount worksheet (M-1) and Health & Safety Evaluation of School Buildings Checklist for Maywood in compliance with Department of Education requirements."

- A.94 Approval of Submission of the Comprehensive Maintenance Plan** – "that the Board approve the following resolution;

WHEREAS, the Department of Education requires New Jersey School Districts to submit three-year maintenance plans documenting "required" maintenance activities for each of its public school facilities, and

WHEREAS, the required maintenance activities as listed in the attached document for the various school facilities of Maywood are consistent with these requirements, and

WHEREAS, all past and planned activities are reasonable to keep school facilities open and safe for use or in their original condition and to keep their system warranties valid,

NOW, THEREFORE, BE IT RESOLVED, that the Maywood Board of Education hereby authorizes the school business administrator to submit the attached Comprehensive Maintenance Plan for Maywood in compliance with Department of Education requirements."

- A.96 Approval of HIB Determination and Consequence** – “that the Board approve the final determination and consequences for the HIB reported on the 10/15/2025 BOE agenda.”
- A.97 Approval of SOA** – “that the Board approve the Statement of Assurance submitted for the *School Safety and Security Plan Annual Review*.”
- A.98 Approval of Memorandum of Understanding** – “that the Board approve the *Memorandum of Understanding* between the Maywood School District and the Maywood Police Department, as agreed at the 11/19/25 meeting.”
- A.99 Acceptance of Recorded Fire/Security Drills** - "that the Board accept the following recorded Fire/Security Drills for October 2025:

MEM:	MAS:
10/15/25 Fire Drill	10/03/25 Fire Drill
10/21/25 Evacuation	10/10/25 Evacuation

- A.100 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>
E. Davis	School Transportation Supervisors of NJ	12/03/25	mileage
T. Sussman	Intro. To Responsive Classroom	12/04/25	\$259+mileage
C. Ecochard	NJ AI Literacy Summit	12/08/25	mileage
K. Koenig	Integrating Music History Across the Curriculum	12/15/25	mileage
S. DeLuca	Integrating Music History Across the Curriculum	12/15/25	mileage

- A.101 Approval of OOD Placements** – “that the Board approve the following out-of-district placements for the 2025-2026 school year;

<u>Students</u>	<u>School</u>	<u>Tuition</u>	<u>Transportation</u>	<u>Dates</u>
TJ (12/OOD)	Elmwood Park Memorial High School	TBD	Region V MBOE	9/23/25 – 10/15/25 10/16/25 - 6/18/26
MY (PreK/OOD)	South Bergen Jointure Felician Annex, Lodi	\$78,770 - to be prorated	Region V	11/3/25 – 6/23/26

- A.102 Approval of Volunteers** – “that the Board approve the following volunteers for the 2025-2026 school year;

Justin Griffing - Hawks basketball

- A.103 Approval of Special Services** – “that the Board approve the following special services for student *RJ (MAS)* for the 2025-2026 school year”

Provider:	Dr. Batul Ladak, Saddle Brook, NJ
Evaluations:	Pediatric Neurodevelopmental Evaluation
Date:	To be completed by 11/21/25
Rate:	\$850 per evaluation

A.104 Approval of Parent Training – “that the Board approve additional parent training for student BM (PreK) for 10 sessions @ \$75 per session provided by Region V for a total of \$750 for the 2025-26 school year.

A.105 Approval of Related Services - "that the Board approve Related Services for the following students attending South Bergen Jointure Commission, for the 2025-2026 school year as follows:

<u>Student:</u>	<u>School</u>	<u>Dates</u>	<u>Occupational Therapy</u>	<u>Counseling</u>	<u>Total</u>
QA (OOD-4)	SBJC – Maywood Campus	9/3/25 – 6/23/26	One 30 minute session per week @ \$65 per session	----	\$ 2,600
RD (OOD/7) RG (OOD/7)	SBJC – Lodi Campus	9/3/25 – 6/23/26	-----	One 30 minute session per week each @ \$65 per session	\$ 5,200

P.89 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

Lauren Schlossareck – Sub-cert. w/ degree
Marilyn Padilla – Sub-cert. w/ degree
Grace Lasoi – Sub-cert. w/degree
Hannah Seehaus – Sub-cert. w/degree

Sub-Para

Sophia Marshall
Mohanapriya Palanivel

Sub-Custodian

Lou Albanese
Bledar Kryeziu

P.90 Appointment of Lunchroom Aides – "that the Board approve the employment of the following Lunchroom Aides for the 2025-2026 school year (*pending clearance*).”

<u>Name</u>	<u>School</u>	<u>Hours per day</u>	<u>Rate</u>
Ortiz Gonzalez, Adalefy	Memorial	2hrs/15min	\$20.16
Gonzalez, Anny	Memorial	2hrs/15min	\$20.16

P.91 Appointment of a Teacher – "that the Board appoint Hannah Seehaus as a teacher for the 2025-2026 school year. She will be placed on MA, Step 1-2 and receive an annual salary of \$59,833.00 (to be prorated), with an anticipated start date of 1/05/26 (*pending clearance*).”

P.92 Approval of Amendment to 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 @ **their hourly rate** (min of \$50 per hour), on an as needed basis, starting on 10/13/25, as per submitted timesheets.”

F.56 Approval of Additional Check Run - “that the Board approve an additional check run in *October* in the amount of \$ 159,446.17.”

F.57 Approval of Check Run - “that the Board approve a check run in *November* in the amount of \$ 1,349,734.03.”

F.58 Approval of Check Run for Cafeteria Bills - “that the Board approve a check run for Cafeteria bills in *November* in the amount of **\$ 49,492.01**.”

F.59 Approval of Payroll - “that the Board approve the payroll for *October* as follows:

<u>Fund</u>	<u>September</u>
10	1,157,777.22
20	4,849.52
Total:	\$ 1,162,626.74
Board Share FICA/Medicare	24,684.50
State Share FICA Medicare	59,129.84
Board DCRP	3,733.91
Total Payroll Expense:	1,250,174.99

F.60 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.61 Approval of Board Secretary’s Report – “that the Board approve the Board Secretary Report, as submitted, for **October 31, 2025**.”

F.62 Approval of Treasurer’s Report – “that the Board approve the Treasurer of School Monies Report, for **October 31, 2025**.”

F.63 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 **October 31, 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.64 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 **October 31, 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.65 Approval of Transfer of Funds - "that the Board approve the report of transfer of funds for **October 31, 2025**.”

F.66 Approval of Purchase of 2 54-Person Passenger Buses - "that the Board approve the purchase of 2 new 54-passenger buses from Robert H. Hoover and Sons, Inc. at a total price of \$340,533.28, using ESCNJ Cooperative bid 23/24-21. These buses will be financed through a lease purchase agreement with TD Bank Equipment Finance, the successful respondent to the Request for Proposals dated 11/12/2025.”

F.67 **Approval of Purchase of a 16-Person Passenger Bus** - "that the Board approve the purchase of a 16-passenger bus from the River Dell Board of Education for a price of \$30,000."

F.68 **Approval of Parental Transportation Contract** - "that the Board approve a parental transportation agreement for transportation of MA and MD (MAS) in the amount of \$83.34 per student/per diem. The agreement will commence upon County approval."

R.12 **Approval of Payment from Referendum Account** - "that the Board approve the following:

WHEREAS, Daskal was awarded the contract for the addition at Memorial School; and

WHEREAS, Daskal has submitted Payment Application #18 in the amount of \$70,897.91 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 \$70,897.91.

R.13 **Approval of Payment from Referendum Account** - "that the Board approve the following:

WHEREAS, Daskal was awarded the contract for the addition at Memorial School; and

WHEREAS, Daskal has submitted Payment Application #19 in the amount of \$152,562.77 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 \$152,562.77.

R.14 **Approval of Payment from Referendum Account** - "that the Board approve the following:

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

WHEREAS, H&S Construction and Mechanical has submitted Payment Application #7 in the amount of \$132,104.00 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 \$132,104.00.

R.15 **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 #14) in the amount of \$18,124.00 for contractor's claim relating to credit taken in Change order 6 relating to building controls. The new contract sum including this Change Order is amount is \$3,991,220.35; 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.16 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 #15) in the amount of \$2,302.30 to provide and install a gas pressure regulator. The new contract sum including this Change Order is amount is \$3,993,522.55; 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.92 Acceptance of Minutes – “that the Board accept the following minutes of the Board of Education meetings.”

10/15/25 Work Session, Regular Meeting, Closed

Moved by: Mr. Taylor
Seconded by: Ms. Soriano
Vote: 4/0
Abstentions: 1

A.95 Maywood Avenue School Students of the Month – “that the Board approve the following resolution:

WHEREAS, Aimee Anderson, Ester Bame, Sarah Castano, Liam D’Elia, Vaagmey Kulkarni, Naledi Maldonado and Lucas Mannarano have been awarded the Maywood Avenue School OCTOBER Students of the Month in recognition of their humanitarian deeds and fine human kindness;

NOW, THEREFORE, BE IT RESOLVED, that the Maywood Board of Education recognizes this most worthwhile achievement by honoring them with a formal resolution unanimously approved at the public meeting of November 19, 2025.”

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

TABLED MOTIONS

- n/a

BOARD COMMENTS

- n/a

CLOSED SESSION

- n/a

MEETING ADJOURNED BY ACCLAMATION AT ~~XXXXX~~PM

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Jennifer Pfohl". The signature is written in a cursive style with a large, looped initial "J".

Jennifer Pfohl, Board Secretary