

**MAYWOOD BOARD OF EDUCATION  
MINUTES OF REGULAR MEETING  
January 21, 2026**

The Regular Meeting of the Maywood Board of Education was held on January 21, 2026. President Taylor called the meeting to order at 7:00PM.

**ROLL CALL**

**MEMBERS PRESENT:** Ms. Benson-Kraft, 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, 2026 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 swear in the Maywood Board of Education’s newest trustee, Mrs. Felicia Benson-Kraft
- All non-tenured and tenured second/third round observations have been completed.
- Many thanks to the MAS, 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.
- With regret, we accept this evening the intention of retirement from Mrs. Karen Vastola. Mrs. Vastola will be retiring at the end of this school year. Mrs. Vastola will be sorely missed as a member of the district family with many years of distinguished service in a multitude of grade levels particularly in our REACH and mathematics programs. Mrs. Vastola epitomizes the phrase, “Once a Hawk, always a Hawk, as she retires from teaching following also being an MAS alum of the class of 1985. We wish Mrs. Vastola much luck and happiness, and we thank her for her service to the community of Maywood.
- Kindergarten Registration for the 26-27 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.
- 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.
- The Maywood Hawk Roundtable series continues with the second presentation entitled, “The World Out There, Internet Safety for Parents Raising Kids TODAY.” Parents are already faced with multiple challenges raising kids in a face-paced world. Add in what is available to kids on the internet and with electronic devices, and the challenges can become enormous. Join us as we welcome Detective Sergeant James Calaski of the Bergen County Prosecutor's Office Cyber Crimes Unit for a parents only online/internet safety presentation.

This event will take place at Maywood Avenue School on January 22, 2026 at 7:00 PM. Social media, screen time, gaming. Cyberbullying are a few of the topics that will be covered, while providing parents with safety tips and strategies to help navigate through an ever changing and at times dangerous online world that our kids are facing.

- 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's Toy Drive for pediatric cancer patients at the Tomorrow's Children's Fund was a complete success and we thank everyone who contributed in any way. The student council delivered over 25 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 at the MAS Grade 6 Pancake Breakfast.

## **BUSINESS ADMINISTRATOR'S REPORT**

### **Ms. Pfohl reported on the following:**

- Accepting audit tonight. No changes except for an arbitrage reserve account.
- Budget software opened today. We will have to tweak our meeting schedule.
- Effective March 1<sup>st</sup>, we no longer have to advertise public notices. They will be placed on the district homepage.
- I will sign everyone up for their School Boards training when it is available.

## **COMMITTEE & LIAISON REPORTS**

**Buildings & Grounds** – *No report*

**Finance** – *No report*

**Curriculum** – *No report*

**Policy** – *No report*

**Personnel** – *No report*

**Safety/OEM** – *No report*

**Technology** – *No report*

**Community Relations** – *Seniors are happy with bus*

**Negotiations** – *No report*

**Legislation** – *No report*

**Mayor and Council** – *Discussing firework cancellation*

**MAS PTO** – *No report*

**MEM PTO** – *No report*

**Seniors** – *No report*

**Library** – *No meeting until 8/20*

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

**Becton BOE** – *All bathrooms being redone in house*

**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.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.130 A.131, A.132, A.133, A.134, A135, A.136, A.137, P.101, P.102, P.103, P.104, P.105, P.106, P.107, P.108, P.109, P.110, F.79, F.80, F.81, F.82, F.83, F.84, F.85, F.86, F.87, F.88, F.89, F.90, R.18, R.19 and R.20, excepting motion A.129 to be approved as shown on the agenda dated, 1/21/2026."

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

**A.130 Acceptance of Recorded Fire/Security Drills** - "that the Board accept the following recorded Fire/Security Drills for December 2025:

<b>MEM:</b>	<b>MAS:</b>
12/18/25 Fire Drill	12/12/25 Fire Drill
12/23/25 Shelter in Place	12/23/25 Shelter in Place

**A.131 Approval of the Audit Report** – “that the Board accept the 2025-2026 Comprehensive Annual Financial Report, the Audit Synopsis, and the Annual Management Report.”

**A.132 Approval of Corrective Action Plan** – “that the Board approve the corrective action plan, as set forth in the CAFR, June 2025 Audit, that states that the following:

*There are no recommendations*

**A.133 Approval of SOA** – “that the Board approve the Statement of Assurance submitted for the *Use of Paraprofessionals* for the 2025-2026 school year.

**A.134 Approval of Class Trips** – “that the Board approve the following class trips for the 2025-2026 school year:

Kindergarten	4/21/2026	Maywood Library
2 <sup>nd</sup> Grade	5/19/2026	YMCA, New Milford

**A.135 Approval of Use of Facilities** – “that the Board approve the use of the large gymnasium at MAS, by the Maywood Girl Scouts, for their annual Sweetheart Dance, being held on Saturday, February 7, 2026, from 5pm-10pm.”

**A.136 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>
A.Feliciano	NJIDA – WIFFT 2026	Virtual	\$315

**A.137 Approval of HIB/SSDS Submission** – “that the Board approve submission of the Period 1 SSDS and HIB reports for the 2025-2026 school year.”

**P.101 Approval of Additional Position** – “that the Board approve a new paraprofessional position at MAS, through June 30<sup>th</sup>.”

**P.102 Approval of Resignation** - “that the Board approve the resignation, with regret, of Fatjona Hida, a paraprofessional at Memorial School, effective January 30, 2026.”

**P.103 Appointment of Paraprofessional** – “that the Board appoint Rosemary Curtin, as a paraprofessional for 2025-2026, as ABA, step A, with an annual salary of \$26,995.18, to be prorated. Anticipated start date is 1/22/26 (*pending clearance*).”

**P.104 Appointment of Paraprofessional** – “that the Board appoint Ryan Gincley, as a paraprofessional for 2025-2026, as ABA, step A, with an annual salary of \$26,995.18, to be prorated. Anticipated start date is 2/01/26 (*pending clearance*).”

**P.105 Appointment of Lunchroom Aide** – “that the Board approve the employment of the following Lunch Aide(s) for the 2025-2026 school year (*pending clearance*).”

<u>Name</u>	<u>School</u>	<u>Hours per day</u>	<u>Rate</u>
Christine Pastor	Memorial	2hrs/15min	\$20.16

**P.106 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*).”

<u>Sub-Teacher</u>	<u>Sub-Para</u>
Zeina Chatila – Sub Cert. w/degree	Rayne Robertson

**P.107 Approval of Additional Payment** – “that the Board approve the following teachers receive additional payment of \$600 for providing *High Impact tutoring in ELA and Math*, for 10 weeks beginning on January 26, 2026;

C. Chacon	N. Tufano	L. Auriemma
J. Hanley	K. Yehle	K. Vastola
D. Pitre		

**P.108 Amendment to Leave of Absence** - “that the Board approve an amendment to the dates of the maternity leave of absence for **Jessica Cataldi**, a teacher at MEM:

<b>DATES:</b>	<b>REASON:</b>
6/12/2025	Delivery Date
9/1/25 – 12/2/25	FMLA – unpaid leave with health benefits
12/3/25 – 6/18/26	Unpaid leave
<b>September 1, 2026</b>	<b>Date of return</b>

**P.109 Approval of a Bus Drivers** – “that the Board approve Sandi Gonzalez as a bus driver for the 2025-2026 school year, at a rate of \$35.16 per hour (*pending clearance*).”

**P.110 Approval of Retirement** - “that the Board approve the retirement, with regret, of Karen Vastola, a teacher at MAS, effective June 30, 2026.”

**F.79 Approval of Additional Check Run** - “that the Board approve an additional check run in *December* in the amount of **\$ 392,357.19**.”

**F.80 Approval of Check Run** - “that the Board approve a check run in *January* in the amount of \$ \_\_\_\_\_.”

**F.81 Approval of Check Run for Cafeteria Bills** - “that the Board approve a check run for Cafeteria bills in *January* in the amount of **\$ 34,402.82** .”

**F.82 Approval of Payroll** - “that the Board approve the payroll for *December* as follows:

<b>Fund</b>	
10	1,198,686.70
20	4,699.52
<b>Total:</b>	<b>\$ 1,203,386.22</b>
Board Share FICA/Medicare	28,239.71
State Share FICA Medicare	57,583.13
Board DCRP	3,725.10
<b>Total Payroll Expense:</b>	<b>1,292,934.16</b>

**F.83 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.84 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, 2025.”

**F.85 Approval of Board Reports** – “that the Boar approve the Board Secretary’s Report, Treasurer’s Report and Report of Transfers for July 31st, August 31st, September 31st, October 31st and November 30, 2025.”

- F.86 Approval of Board Secretary's Report** – “that the Board approve the Board Secretary Report, as submitted, for **December 31, 2025.**”
- F.87 Approval of Treasurer's Report** – “that the Board approve the Treasurer of School Monies Report, for **December 31, 2025.**”
- F.88 Approval of Transfer of Funds** - "that the Board approve the report of transfer of funds for **December 31, 2025.**”
- F.89 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 **December 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.90 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 **December 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."
- R.18 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 MAS and  
**WHEREAS**, TEO Technologies has submitted Payment Application #09 in the amount of \$176,106.00 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 approves this payment application in the amount of \$176,106.00.”
- R.19 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 MEM and  
**WHEREAS**, H&S Mechanical has submitted Payment Application #09 in the amount of \$31,360.00 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 approves this payment application in the amount of \$31,360.00.”

- R.20 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 proposals, which have been approved by the architect:  
Change Order (CO #14) in the amount of \$18,124.00 for work on the new air curtain. Change order 6 erroneously deducted a credit relating to this work. The new contract sum including this Change Order is amount is \$3,991,220.35; and  
Change Order (CO #15) in the amount of \$2,302.30 for provision and installation of a gas pressure regulator. The new contract sum including this Change Order is amount is \$3,993,522.65; and  
Change Order (CO #16) in the amount of \$1,403.00 for replacement of classroom lock function. The new contract sum including this Change Order is amount is \$3,994,925.65; 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.129 Acceptance of Minutes** – "that the Board accept the following minutes of the Board of Education meetings."

12/10/25 Work Session, Regular Meeting, Closed  
1/06/26 Re-org Meeting

Moved by: Mr. Taylor  
Seconded by: Mr. Ramirez  
Vote: 5/0  
Abstentions: 2

#### **TABLED MOTIONS**

- *n/a*

#### **BOARD COMMENTS**

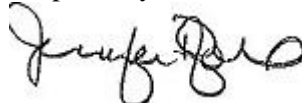
- *n/a*

#### **CLOSED SESSION @ 7:50PM**

- *Residency hearing*

#### **MEETING ADJOURNED BY ACCLAMATION AT 9:03PM**

Respectfully submitted,



Jennifer Pfohl, Board Secretary