The Regular Meeting of the Maywood Board of Education was held on December 13, 2017. President Taylor called the meeting to order at 8:00PM.

ROLL CALL

MEMBERS PRESENT: Mr. Taylor, Mr. Bendezu, Mr. Cilento, Ms. Cicarelli, Ms. Kiely, Mr. Velez and Ms. Wiebe

MEMBERS ABSENT: n/a

ALSO PRESENT: Mr. Jordan, Superintendent and Ms. Jennifer Pfohl, Business Administrator,

FLAG SALUTE

Adequate notice of this meeting was provided on January 3, 2017 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 of the month this evening
- All non-tenured and tenured second round observations have been completed.
- We are very pleased to approve Ms. Sheryl Spencer this evening. Sheryl was our top choice to fill the position of Supervisor/Coordinator of Special Services. Sheryl will join us on February 1 when our current interim, Dr. Stuart Barudin, ends his time with us as per state regulations.
- December 22nd is an Early Dismissal Day to start our winter recess. Schools re-open on January 2.
- The NEW website with the same old address is up and running and looks great. Many thanks to Karen Marie and Sangita Damania and other staff who played a critical role in getting this off the ground and training staff.
- We await the Hackensack Board of Education’s response to a meeting request to follow-up on the last offer that was presented to the three sending districts.
- Conferences were held at both buildings in December.
- Curriculum and subject area content articulation meetings have been taking place with our curriculum consortium in the subject area of social studies.
- Mayor & Council Many thanks to the Maywood Mayor and Council. The 8th grade class took their annual trip to the November council meeting. The students were applauded by the council following the visit for presenting excellent questions and for
being extremely respectful. We thank Mr. Bonelli for his preparation with the students in their social studies classes.

- Report cards were issued in both buildings.
- The Roundtable with special guest Tom Kersting was a complete success. We have received quite a bit of positive feedback from our parent community and have heard from students that certain changes have been noticed at home following the presentation.
- SGP data was released and all summative evaluations of applicable teachers was updated. This applies to MAS only as the SGP data is only relevant to grades 4-8 math and language arts teachers.
- The second wave of 8th grade students will begin their mentorship programs at the SBJ. The first group took part in certain in-class activities with the SBJ students and had lunch and playtime with them for a three week period. The second wave of students began their marking period – long mentorship recently.
- As we inch closer and closer to the winter break I wanted to make everyone aware of a District Wide plan. Keeping in mind our focus on well-being, the District will engage in a NO HOMEWORK WINTER BREAK. There will be no homework assignments over winter break and any graded assessment upon return will not take place until January 3rd at the earliest. We hope students take this time to relax and recharge for the rest of the school year. We also hope that parents find time during the school closure to select a day or two that will be technology free so as to allow for kids to be kids and unconnected if for just a short period of time. If the presentation by Tom Kersting taught us anything, it taught us that the importance of downtime and a little boredom now and again is more valuable than we can imagine. The District wishes everyone a very happy holiday season and a very healthy 2018. We thank you for all that you do for our District and look forward to a great remainder of the school year beginning on January 3, 2018.
- As we enter the winter months, I simply wanted to remind everyone of the options that the Maywood School District has at its disposal regarding weather emergencies.
  o IF the weather dictates that conditions are too dangerous to travel and therefore open, the district may call for a FULL CLOSING. Classes would be canceled for the entire day if this option was chosen.
  o IF the weather during the time that the students are in class intensifies or if the forecast the evening before indicates that the weather will intensify in the early afternoon, the district may opt to work on an EARLY DISMISSAL SCHEDULE. An EARLY DISMISSAL schedule calls for classes to conclude at 12:30 PM at both schools.
  o IF the weather dictates that the early morning time period will be the most dangerous and the late morning will see much improved weather, the district may opt to work on a DELAYED OPENING SCHEDULE. A DELAYED OPENING schedule calls for classes to begin at 10:00 AM at both schools.
  o Please note that any of the aforementioned decisions will be made in advance if at all possible so as to allow you to plan accordingly as a family. All decisions are based on the safety of the students and the faculty, who in some cases travel a great distance. Regardless of the district decision, the final decision as
to what is in the best interest of your child for any given day, is obviously a family unit decision.

- Ways in which you will be notified or can seek information are as follows: District email blast for those who have signed up, Maywood Schools Twitter page @MAYWOODSCHOOLS, Weather Emergency Alert posted on the district website at maywoodschools.org, Reverse 911, email, and text to each home and cell phone listed, Local television and radio broadcasts as well as their respective webpage listings. We encourage parents to use their personal emails, cell phones, and social media to spread the word when a decision is communicated.

- I write this memo to District parents as a reminder about the protocol for teacher meetings and entering the building after school hours. As is the case during the school day, all visitors, including parents, are required to enter our buildings through the main office. I remind you that entering through the side doors at dismissal is prohibited for obvious safety reasons. Secondly, please be reminded that if you would like to speak with a teacher in person you are asked to set up an appointment. If that meeting is scheduled during the school day you would enter through the main office and likewise, if for any reason a meeting is scheduled for a time after school, you would be required to enter through the main office and be announced accordingly. I thank you for your anticipated cooperation.

- The MAS First Marking Period Student Recognition Program took place on the half day prior to Thanksgiving break. The event recognized the honor roll students, positive HAWK and community service students.

- Many thanks to another Maywood alum who sponsored a toy drive for the second consecutive year for children at St. Joseph’s Medical Center. We are very proud of our involvement as a district.

- Many thanks for all that they have done for our schools since the last BOE meeting. The events include the holiday stores, Caroling, Cookies with Santa, and much more.

- Bravo to the Memorial 1st graders who provided a kick start to the holiday season with a great holiday concert last week.

- The 2017-18 season has begun. The teams took part in the recent Little Ferry Holiday Tournament and we are excited to congratulate Maywood on their two championships.

- The Winter Concert Series at MAS takes place on the 19th and 20th and the MAS caroling takes place on the 15th on Pleasant Avenue.

- Many thanks to the 8th graders who took part in the Leaf Bagging Blitz that assisted 43 Maywood households.

**BUSINESS ADMINISTRATOR’S REPORT**

Ms. Pfohl reported on the following:

- n/a
CORRESPONDENCE

- n/a

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 – No report
Negotiations – No report
Legislation – No report
Mayor and Council – No report
MAS PTO – No report
MEM PTO – No report
Hackensack BOE – No report
Joint Boards Committee – No report
Seniors – No report
Office of Emergency Management – No report
Library – No report

PRESENTATIONS and RECOGNITIONS

- Maywood Avenue School Students of the Month

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:


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

A.100 Acceptance of Minutes - "that the Board accept the following minutes of the Board of Education meetings."
11/15/17 Work Session, Regular Meeting, Closed

A.101 Acceptance of Recorded Fire/Security Drills - "that the Board accept the following recorded Fire/Security Drills for November 2017:

MEM:  
11/01/17 Fire Drill  
11/03/17 Lockdown

MAS: 
11/15/17 Fire Drill  
11/21/17 Weather Emergency Drill

A.102 Acceptance of Recorded Enrollment - "that the Board accept the following enrollment numbers as of November 30, 2017:

<table>
<thead>
<tr>
<th></th>
<th>6/22/17</th>
<th>11/30/17</th>
</tr>
</thead>
<tbody>
<tr>
<td>Memorial</td>
<td>445</td>
<td>416</td>
</tr>
<tr>
<td>MAS</td>
<td>532</td>
<td>562</td>
</tr>
<tr>
<td>Total in-district</td>
<td>977</td>
<td>978</td>
</tr>
<tr>
<td>Change from 6/30/17</td>
<td></td>
<td>0.10%</td>
</tr>
<tr>
<td>OOD K-8 Sp. Ed.</td>
<td>7</td>
<td>9</td>
</tr>
<tr>
<td>OOD Sp Ed. 9-12</td>
<td>15.5</td>
<td>16</td>
</tr>
<tr>
<td>Vo-Tech Special Ed</td>
<td>19</td>
<td>24.5</td>
</tr>
<tr>
<td>Charter Schools</td>
<td>1</td>
<td>3</td>
</tr>
<tr>
<td>Academies/Tech/Vo-tech</td>
<td>45</td>
<td>38</td>
</tr>
<tr>
<td>Hackensack High School</td>
<td>255</td>
<td>251.5</td>
</tr>
<tr>
<td>Total District Enrollment</td>
<td>1,320</td>
<td>1,321</td>
</tr>
<tr>
<td>Change from 6/30/2017</td>
<td></td>
<td>0.11%</td>
</tr>
</tbody>
</table>

Moved by: 
Seconded by: 
Vote: 
Abstentions:

A.104 Approval of Revised Contract Agreement – “that the Board approve the revised contract between the Maywood Board of Education and the Superintendent, Mr. Michael Jordan, for the period covering July 1, 2017 – July 1, 2022.”
A.105 **Acceptance of Special Education Services** - “that the Board approve the following special services for student **MJ (HS-OOD)** for the 2017-2018 school year:

- **School:** New Alliance Academy, Paramus, NJ
- **Date(s):** 11/27/17 – 7/27/18
- **Tuition:** $80,260 (prorated)

A.106 **Approval of Conference/Workshop Attendance** – “that the Board approve the following individual’s attendance at the specified conferences/workshops:

<table>
<thead>
<tr>
<th>Conference</th>
<th>Date</th>
<th>Approx. Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>K. Vastola Google &amp; the Student Centered Classroom</td>
<td>2/15/18</td>
<td>$185+mileage</td>
</tr>
<tr>
<td>K. Schaefer Differentiated ELA Instruction for K-8 Classroom</td>
<td>2/15/18</td>
<td>$149+mileage</td>
</tr>
<tr>
<td>C. Cavaliero Differentiated ELA Instruction for K-8 Classroom</td>
<td>2/15/18</td>
<td>$149+mileage</td>
</tr>
<tr>
<td>L. Williams Success for All – Council for Exceptional Children</td>
<td>3/12/18</td>
<td>$115+mileage</td>
</tr>
<tr>
<td>P. Corso Success for All – Council for Exceptional Children</td>
<td>3/12/18</td>
<td>$115+mileage</td>
</tr>
</tbody>
</table>

A.107 **Approval of Conference Attendance** – “that the Board approve the attendance of **Mr. John Montany**, at the 21st Annual 2018 Expo/Conference, in Atlantic City, NJ from March 12-14, 2018. The estimated expense is:

| Convention Registration | $200.00 |
| Mileage, Tolls, & Parking | $82.46 |
| **Hotel Accommodations (excluding tax)** | $198.00 |
| (GSA allowable per night rate is $99.00 for March) |  |
| **Meals & Incidentals** | $160.00 |
| (1 full days @ $64.00 & 2 travel days @ $48.00) |  |

**Total (estimated cost):** $640.46

A.108 **Approval of Classroom Observations** - "that the Board approve **Brittany Kriley**, an education student, to complete 40 hours of observations of Math instruction be given at MAS, as part of a field experience requirement. These observations will take place between January and June 2018.”

A.109 **Approval of Guidance Intern** - "that the Board approve **Candace DeLorenzo** as a student intern in the guidance department, to complete 100 hours under the guidance counselors supervision between January and June 2018.”

A.110 **Approval of Field Trips** - "that the Board approve the following field trips for the 2017-2018 school year. The scheduled trips are as follows:

<table>
<thead>
<tr>
<th>Grade</th>
<th>Date</th>
<th>Destination</th>
</tr>
</thead>
<tbody>
<tr>
<td>8th</td>
<td>12/15/17</td>
<td>Youth Leadership Conference, HHS</td>
</tr>
</tbody>
</table>

A.113 **Approval of Use of Facilities** – “that the Board approve tables being set up outside of the MAS large gym for the **MRPGS Girls Softball registration** on the following Saturdays, from 10am-3pm, January 13th, 20th, 27th and February 3rd, 2018.”
A.114 **Approval of Use of Facilities** – “that the Board approve the use of classrooms from 3pm – 4:30pm on Tuesday, Wednesday and Thursdays in January and February 2018, for the Junior Explorers After School Enrichment program.”

A.115 **Approval of Use of Facilities** – “that the Board approve the use of the MEM large gym from 3pm – 4:00pm on April 20th and 27th, 2018, for the Junior Explorers Animals Club.”

P.64 **Approval of Resignation** – “that the Board accept with regret the resignation of Jean Mercedes, a teacher in MAS, effective 02/08/2018.”

P.65 **Approval of Resignation** – “that the Board accept with regret the resignation of Dr. Stuart Barudin, the Director of Special Services, effective 02/28/2018.”

P.66 **Approval of Submission of Substitute Application** – “that the Board approve the submission of the County Substitute Certification Application to the County Superintendent for Jennifer Stinziano.”

P.67 **Approval of Additions to Sub List** – “that the Board approve the following individuals be added to the substitute list for the 2017-2018 school year (pending completed paperwork).”

  Sub-Aide  
  Shailee Rathod

P.68 **Appointment of a Part-Time Teacher**- “that the Board approve the appointment of Sharon Loder as a part-time (.5) Special Education teacher. Ms. Loder will be placed on MA Step 10 and receive a pro-rated salary of $57,850 for the 2017-2018 school year. Her anticipated start date is January 2, 2018 (pending completed paperwork).”

P.69 **Appointment of Administrator**- “that the Board approve the appointment of Sheryl Spencer as the Supervisor of Special Services. Ms. Spencer will receive an annual salary of $118,000 (pro-rated) and has an anticipated start date of February 1, 2018 (pending completed paperwork).”

P.70 **Amendment to Motion P.63 - Approval of Stipends** – “that the Board approve an amendment to the following stipend positions and assignments for the 2017-2018 school year:

  CATALDI, JESSICA  
  BSKT.COACH GIRLS  
  3,573.00

P.71 **Approval of Additional Payment** – “that the Board approve additional payment to the lunch aides and paraprofessionals on the attached spreadsheet, as per timesheets submitted through December 15, 2017.”

P.72 **Approval of Maternity Leave Absence (revision)** – “that the Board approve the return date of February 16, 2018 for Mallorie Gilbride from her maternity leave of absence.”

P.73 **Approval of Maternity Leave Absence Replacement (revision)**– “that the Board approve Gail Zybulelewski as the maternity leave replacement for Mallorie Gilbride, through Friday, February 16, 2018, instead of February 22, 2018 as previously approved in motion P.43 on the September agenda.”
F.45 Approval of Monthly Bills - “that the Board approve the check run for December in the amount of $ 885,545.88 .”

F.46 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 November 30, 2017 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.47 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 November 30, 2017 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.48 Approval of Transfer of Funds - “that the Board approve the report of transfer of funds for November 30, 2017. ”

F.49 Approval of Board Secretary’s Report – “that the Board approve the Board Secretary Report, as submitted, for November 30, 2017.”

F.50 Approval of Treasurer’s Report – “that the Board approve the Treasurer of School Monies Report, as submitted, for November 30, 2017.”

F.51 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.52 Approval of Payroll - “that the Board approve the payroll for November as follows:

<table>
<thead>
<tr>
<th>Fund</th>
<th>Gross Payroll</th>
<th>Employer Share of Social Security</th>
<th>State Share of Social Security</th>
<th>Employer DCRP Contribution</th>
<th>Total Payroll Expense</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fund 10</td>
<td>834,093.10</td>
<td>17,096.44</td>
<td>43,048.06</td>
<td>1,601.65</td>
<td>895,839.25</td>
</tr>
<tr>
<td>Fund 20</td>
<td>9,166.08</td>
<td>701.21</td>
<td></td>
<td></td>
<td>9,867.29</td>
</tr>
<tr>
<td>Total</td>
<td>$ 843,259.18</td>
<td>$ 17,797.65</td>
<td>$ 43,048.06</td>
<td>$ 1,601.65</td>
<td>$ 905,706.54</td>
</tr>
</tbody>
</table>

F.53 Approval of Change Order for ESIP - “that the Board approve Change Order #2 to Johnson Controls, Inc. in the amount of $4,810 to repair damaged heating coils in the HVAC System at Memorial School.”

EXCEPTED MOTIONS VOTED ON SERPARATELY

A.103 Maywood Avenue School Students of the Month - "that the Board approve the following resolution: WHEREAS, Emily Taveras, Marisa Sclafani, Victoria Cavo, Alexandra Shaffer, Alexis Leichtman and Pascual Morales have been awarded the Maywood Avenue School December 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 December 13, 2017."

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

A.111 Approval of Use of Facilities – “that the Board approve the use of the MAS and MEM gymnasiums, for MYAA Basketball practices and games, from 6pm - 9:30pm week nights and from 9am – 4pm on weekends, November through March 2018.”

Moved by: Mr. Taylor
Seconded by: Ms. Cicarelli
Vote: 6/0
Abstentions: 1

A.112 Approval of Use of Facilities – “that the Board approve the use of the large gym at MAS on February 10, 2018, from 7pm – 9pm for the Maywood Girl Scouts Annual Sweetheart Dance.”

Moved by: Mr. Taylor
Seconded by: Ms. Kiely
Vote: 6/0
Abstentions: 1

TABLED MOTIONS
n/a

MEETING OPEN TO THE PUBLIC
n/a

ADJOURNED TO CLOSED SESSION
n/a

CLOSED SESSION
n/a

BOARD COMMENTS
n/a

MEETING ADJOURNED BY ACCLAMATION AT 8:55PM

Respectfully submitted,

Jennifer Pfohl, Board Secretary