The Regular Meeting of the Maywood Board of Education was held on July 18, 2018. President Taylor called the meeting to order at 7:00PM.

**ROLL CALL**

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

**MEMBERS ABSENT:** Mr. Velez

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

**FLAG SALUTE**

Adequate notice of this meeting was provided on January 3, 2018 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 welcome representatives of the Hackensack School District to tonight’s meeting to present their referendum plans
- Both MAS and MEM completed the state mandated HIB grading self-assessment. These self-assessments were completed with input from staff, students and parents.
- The summer band camp and recreation camp, along with mathematics, LA and art enrichment and basketball camps continue through the summer joining the Young Explorers Club being held at Memorial.
- As per the change in requirements the BOE will approve the Comprehensive Equity Plan Annual Statement of Assurance, for the 2017-2018 school year.
- As per state regulations each year the district must approve the nursing service plan for the upcoming school year. This plan will be finalized in September as all pertinent medical information is supplied by the parents.
- The district’s crisis management manual has been revised and will be distributed to all staff upon their return in September.
- The Emergency Drill/Fire Drill statement of assurance and schedule of completion were electronically submitted.
- The HIB statement of assurance and the HIB training, programs and incident reports was electronically submitted.
- Many thanks to the administration and staff of both buildings along with the PTO for their work on completing the events calendar for both buildings.
- A public thank you to the fine custodians at both MAS and MEM. Under the leadership of John Montany these men and women have done an incredible job in both buildings this summer working through and around camps.
BUSINESS ADMINISTRATOR’S REPORT

Ms. Pfohl reported on the following:

- We are closing out the year.
- Thanked BOE office for such great improvisation during power putage.

CORRESPONDENCE

- The Special Olympics torch run sent a thank you note to the school

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

- Hackensack School District Referendum Presentation - Made by Hackensack Superintendent and Hackensack BOE members.

OPEN TO THE PUBLIC

- Ron Durso spoke about Class 3 officers in Fair Lawn. He said the program was very successful.

BOARD COMMENTS

- n/a

OLD BUSINESS

- n/a
NEW BUSINESS

BL.1 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. Kiely
Vote: 6/0
Abstentions: 0

A.1 Acceptance of Minutes - "that the Board accept the following minutes of the Board of Education meetings."
6/20/18 Work Session, Regular Meeting, Closed

A.2 Acceptance of Recorded Enrollment - "that the Board accept the following enrollment numbers as of June 21, 2018:

<table>
<thead>
<tr>
<th>School</th>
<th>6/22/17</th>
<th>6/21/18</th>
</tr>
</thead>
<tbody>
<tr>
<td>Memorial</td>
<td>445</td>
<td>413</td>
</tr>
<tr>
<td>MAS</td>
<td>532</td>
<td>571</td>
</tr>
<tr>
<td>Total in-district</td>
<td>977</td>
<td>984</td>
</tr>
</tbody>
</table>

Change from 6/30/17

<table>
<thead>
<tr>
<th>Category</th>
<th>6/22/17</th>
<th>6/21/18</th>
</tr>
</thead>
<tbody>
<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>4</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>245</td>
</tr>
<tr>
<td>Total District Enrollment</td>
<td>1,320</td>
<td>1321</td>
</tr>
</tbody>
</table>

A.3 Acceptance of Recorded Fire/Security Drills - "that the Board accept the following recorded Fire/Security Drills for June 2018:

MEM: 6/01/18 Fire Drill 6/06/18 Lockdown
MAS: 6/07/18 Lockdown 6/08/18 Fire Drill

A.4 Approval of Conference/Workshop Attendance – “that the Board approve the following individual’s attendance at the specified conferences/workshops:

<table>
<thead>
<tr>
<th>Name</th>
<th>Conference</th>
<th>Date</th>
<th>Approx. Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>N. Tufano</td>
<td>2018 NJ Science Convention</td>
<td>10/23 &amp; 10/24</td>
<td>$295+mileage</td>
</tr>
<tr>
<td>J. Fisher</td>
<td>2018 NJ Science Convention</td>
<td>10/23 &amp; 10/24</td>
<td>$295+mileage</td>
</tr>
<tr>
<td>N. Boschetti</td>
<td>2018 NJ Science Convention</td>
<td>10/23 &amp; 10/24</td>
<td>$295+mileage</td>
</tr>
<tr>
<td>D. Biggins</td>
<td>2018 NJ Science Convention</td>
<td>10/23 &amp; 10/24</td>
<td>$295+mileage</td>
</tr>
<tr>
<td>N. Napolitano</td>
<td>2018 NJ Science Convention</td>
<td>10/23 &amp; 10/24</td>
<td>$295+mileage</td>
</tr>
</tbody>
</table>
A.5 **Approval of the District Mission Statement** – “that the Board approve the District’s Mission Statement for the 2018-2019 school year.”

A.6 **Approval of the Comprehensive Equity Plan** – “that the Board approve the Comprehensive Equity Plan Annual Statement of Assurance for the 2018-2019 school year.”

A.7 **Approval of the Nursing Services Plan** – “that the Board approve the Nursing Service Plan for the 2018-2019 school year.”

A.8 **Approval of Crisis Management Plan** – “that the Board approve the District Crisis Management Plan for the 2018-2019 school year.”

A.9 **Approval of the District Student Code of Conduct** – “that the Board approve the District Student Code of Conduct for the 2018-2019 school year.”

A.10 **Approval of School Self-Assessment** – “that the Board approve the Memorial and Maywood Avenue School’s HIB School Self-Assessment for Determining Grades.”

A.11 **Approval of the Bloodbourne Pathogen Program** – “that the Board approve the 2018-2019 Bloodbourne Pathogen Program professional agreement for Interlocal Services.”

A.12 **Approval of the Integrated Pest Management Plan** – “that the Board approve the Integrated Pest Management plan for the 2018-2019 school year.”

A.13 **Approval of the Reports** - “that the Board approve the annual Guidance, ESL, I&RS, Nursing Services & Technology final reports for the 2017-2018 school year.”

A.14 **Approval of HIB Investigations, Trainings & Program Reports** – “that the Board approve the semi-annual and annual Harassment, Intimidation and Bullying investigations, trainings and program reports for the 2017-2018 school year.”

A.15 **Approval of HIB Student Consequences** - “that the Board approve the Harassment, Intimidation & Bullying (HIB) student consequences imposed during the 2017-2018 School Year as a result of the HIB Investigation as set forth.”

A.16 **Approval of EVVRS Submission and Verification** – “that the Board approve the July 2018 submission of the Student Safety Data System for the 2017-2018 school year.”

A.17 **Approval of School Drills SOA** – “that the Board approve the School Security/Drill Statement of Assurance (SOA) for the 2017-2018 school year.”

A.18 **Approval of Scheduled Drills** – “that the Board approve the tentatively scheduled emergency drills for the 2018-2019 school year.”
A.19 Approval of Services for Special Education - “that the Board approve the 2018-2019 School Year Tuition and Transportation for Special Services. Transportation provided by Region V. Documents are on file in the Superintendent’s office.”

A.20 Acceptance of Special Education Services - “that the Board approve the following special services for student MC (MAS) for the 2017-2018 school year:

<table>
<thead>
<tr>
<th>Service:</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Audiology Evaluation</td>
<td>Hackensack University Medical Center</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Date(s):</th>
<th>Total:</th>
</tr>
</thead>
<tbody>
<tr>
<td>6/11/18</td>
<td>$945.00</td>
</tr>
</tbody>
</table>

A.21 Approval of District Appointments – “that the Board approve following appointments for the 2018-2019 school year;

Karen Brickett - District Affirmative Action Officer
Sheryl Spencer - District Anti-Bullying Coordinator
Kerry Leto - Anti-Bullying Specialist – MAS
Keith Timmins - Anti-Bullying Specialist – MAS
Mike Halligan - Anti-Bullying Specialist – MEM
Carly Byrnes - Anti-Bullying Specialist – MEM
Kerry Leto - District Testing & Data Coordinator

P.1 Amendment to the Appointed Custodian Salaries – “that the Board approve an amendment be made to the following custodian salaries for the 2018-2019 school year. The difference is due to an error in their longevity amounts as per the MEA Custodial Contract:

<table>
<thead>
<tr>
<th>Name:</th>
<th>FTE</th>
<th>Total:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Hernandez, Alfredo*</td>
<td>1.0</td>
<td>$48,914</td>
</tr>
<tr>
<td>Jimenez, Rafaela*</td>
<td>1.0</td>
<td>$40,262</td>
</tr>
<tr>
<td>McDowell, Gregory*</td>
<td>1.0</td>
<td>$50,414</td>
</tr>
</tbody>
</table>

*Includes longevity

P.2 Amendment to Contract for Business Administrator/Board Secretary - "that the Board approve an amendment be made to motion P.138 which approved the contract for Ms. Jennifer Pfohl, the School Business Administrator/Board Secretary, for the 2018-2019 school year. The new annual salary is $135,132.00 (Pending approval from the County Superintendent’s Office)"

P.3 Approval of Submission of Substitute Application – “that the Board approve the submission of the County Substitute Certification Application to the County Superintendent for Mark Migliaccio

P.4 Approval of Additions to Sub List – “that the Board approve the following individuals be added to the substitute list for the 2018-2019 school year (pending completed paperwork).”

Sub-Teacher
Alexandra Torebka – County Sub Certificate ($75.00 per diem)

Sub-Para
Kimberly Williams
Kelly Deane Tahaney
P.5 **Approval for a Stipend** - “that the Board approve a stipend in the amount of $1,000 to the following for teaching in the summer enrichment program that was offered to students in July 2018. (*Stipend to be prorated for any teacher only doing partial)"

N. Tufano  
K. Yehle  
K. Michalski  
D. Barrett  
K. Larose  
D. Pitre  
K. Fielder  
S. Bartlett  
M. Ring  
N. Clark*  
K. Vastola*  

P.6 **Approval of Stipends** - “that the Board approve stipends for John Montany and Edward Casson, for driving the Maywood Board of Education Bus for the morning and afternoon Pre-School and MAP programs at Memorial and MAS. They will each receive $8,000.00 for the 2018-2019 school year, with an additional $800.00 each for the 2018 Extended School Year program (July). Student transportation to be dictated by IEPs.”

P.7 **Approval of Leave of Absence** - “that the Board approve a one year leave of absence for Diana Zuccaro, the Memorial school nurse. This leave will be no sooner than 60 days from date of board approval or when a replacement is found, whichever is sooner and it will be unpaid, without benefits. Ms. Zuccaro will return to her position September 2019.”

P.8 **Appointment of a Teacher** - “that the Board approve the appointment of Marissa Arakelian as a teacher for the 2018-2019 school year. Ms. Arakelian will be placed on the guide as BA, Step 6 and receive a salary of $52,950.00.”

P.9 **Appointment of a Teacher** - “that the Board approve the appointment of Alessandra Carratura as a teacher for the 2018-2019 school year. Ms. Carratura will be placed on the guide as BA, Step 3 and receive a salary of $50,850.00.”

P.10 **Appointment of School Psychologist** - “that the Board approve the appointment of Laura Green as a (.8) district school psychologist for the 2018-2019 school year. Ms. Green will be placed on the guide as MA+30, Step 5 and receive a prorated salary of $47,080.00.”

F.1 **Approval of Monthly Bills** - “that the Board approve the 2nd check run for June in the amount of $86,833.26.”

F.2 **Approval of Check Run** - “that the Board authorize a check run in July, to be approved at the August meeting.”

F.3 **Approval of Treasurer’s Report** – “that the Board approve the tentative Treasurer of School Monies Report, as submitted, for June 30, 2018.”

F.4 **Approval of Board Secretary’s Report** – “that the Board approve the tentative Board Secretary Report, as submitted, for June 30, 2018.”
F.5 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 June 30, 2018 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.6 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 June 30, 2018 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.7 Approval of Transfer of Funds - "that the Board approve the tentative report of transfer of funds for June 30, 2018."

F.8 Approval of Payroll - “that the Board approve the payroll for June 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>905,118.84</td>
<td>18,871.08</td>
<td>44,334.89</td>
<td>1,857.98</td>
<td>970,182.79</td>
</tr>
<tr>
<td>Fund 20</td>
<td>8,416.08</td>
<td>490.83</td>
<td>8,906.91</td>
<td></td>
<td>8,906.91</td>
</tr>
<tr>
<td>Total</td>
<td>$913,534.92</td>
<td>$19,361.91</td>
<td>$44,334.89</td>
<td>$1,857.98</td>
<td>$979,089.70</td>
</tr>
</tbody>
</table>

F.9 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.”

EXCEPTED MOTIONS VOTED ON SERPARATELY

• n/a

TABLED MOTIONS

• n/a

MEETING OPEN TO THE PUBLIC

• n/a

CLOSED SESSION

• n/a

OPEN SESSION

• n/a

BOARD COMMENTS

• n/a
MEETING ADJOURNED BY ACCLAMATION AT 9:30PM

Respectfully submitted,

Jennifer Pfahl, Board Secretary