

**MAYWOOD BOARD OF EDUCATION
MINUTES OF REGULAR MEETING
July 21, 2021**

The Regular Meeting of the Maywood Board of Education was held on July 21, 2021. President Taylor called the meeting to order at 7:04pm.

ROLL CALL

MEMBERS PRESENT: Mr. Cilento, Ms. Padovano, Mr. Taylor & Mr. Velez

MEMBERS ABSENT: Mr. Bendezu, Ms. Kiely & Ms. Wiebe

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

FLAG SALUTE

Adequate notice of this meeting was provided on July 15, 2021 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:

- Staff hiring's have been completed except for one special education position which is still open and interviews continue. The New Teacher Orientation Program has been officially scheduled for the morning of August 31.
- The buildings remain active and busy this summer with ESY, Remediation Sessions, Band Camp, PreK, Junior Explorers and Basketball sessions taking place.
- The Master Schedule is nearing completion at both buildings and we have set a date of August 31st as the release date for bot buildings
- I have been in contact with Dr. Sforza and we are looking to schedule a meeting to allow for Becton to provide our BOE a presentation on their expansion plans. The hope is that we may be able to schedule for the same date as our August BOE meeting.
- We await further info from our architect before any formal meetings can take place regarding the consideration of a referendum in Maywood for roofing, AC and expansion.
- Our next QSAC review is scheduled for this school year. I will be attending a QSAC training session on August 12th along with other staff.
- As noted on the agenda we have completed our Professional Development Plan and Mentoring Plan. With the infusion of a Tech Coordinator and added counselors we have augmented the programs within for both staff and students. The respective statements of assurance have been completed and submitted to the county office.
- Each District had to create a Safe Return to School Policy. This was sent to all families before the end of the school year. The policy's intent remains intact which calls for optional mask wearing, the use of distancing to the best extent possible, a return of lunch and full day classes and activities. We await further guidance

from the Governor's Office, NJDOH and BCDOH. Any and all changes will be made only after convening the Reopening Committee.

- The District once again thanks the Boro for the annual invitation to march in the parade. After missing last year due to COVID we were very happy to take part in this Maywood tradition. The use of the new school bus was a big hit and may become a staple for years to come.
- Thank you to the Mayor & Council for inviting me to represent the District in the post parade ceremony and recitation of the Declaration of Independence.
- A huge thank you to both PTOs for their work all year under difficult circumstances. They yet again made a difference for our kids and it is never more obvious than the end of the school year as the events are fast and furious. We thank them also for joining admin at both buildings last week when we set the activities and events calendar for the upcoming school year. We will continue with District PTO meetings this year as well.
- Congratulations to three new Eagle Scouts, one of which completed his project with the District this past year. I was fortunate enough to speak at their ceremony this past Monday. Those honored were Jack Stathis, Tyler O'Neill and John Febre.
- Congrats to the graduating class of MAS as well as the Maywood students from HHS. We wish all of them much luck and continued success as they move on to the next phase of their lives.

BUSINESS ADMINISTRATOR'S REPORT

Ms. Pfohl reported on the following:

- n/a

CORRESPONDANCE

- n/a

COMMITTEE & LIAISON REPORTS

Buildings & Grounds – No report

Finance – No report

Curriculum – Revisions are postponed. We are working on infusion of diversion and equirt into all aspects of curriculum

Policy – No report

Personnel – We have one special education position open right now

Safety/OEM – Renewed share 911. Continuing safety drills over the summer. We are working on parking arrangements for the busses

Technology – \$35 fee will be reinstated

Community Relations – No report

Negotiations – No report

Legislation – No report

Mayor and Council – Moving meeting time up

MAS PTO – No report

MEM PTO – October 9th color run

Hackensack BOE – KT attended graduation

Becton BOE – Meeting tonight

Joint Boards Committee – No report

Seniors – No report

Library – Movie night July 30th

Office of Emergency Management – No report

REGULAR MEETING

- n/a

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.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:

RECOMMENDED ACTION - "move that the following actions of the Maywood Board of Education numbered: A.1, A.2, A.3, A.4, A.5, A.6, A.7, A.8, A.9, A.10, A.11, A.12, A.13, A.14, A.15, A.16, A.17, A.18, A.19, A.20, A.21, A.22, A.23, A.24, A.25, A.26, P.1, P.2, P.3, P.4, P.5, P.6, P.7, P.8, P.9, P.10, P.11, P.12, P.13, P.14, P.15, F.1, F.2, F.3, F.4, F.5, F.6, F.7, F.8, F.9, F.10, F.11, F.12, F.13, F.14, F.15, F.16 and F.17, to be approved as shown on the agenda dated, 7/21/21."

Moved by: Mr. Taylor
Seconded by: Mr. Velez
Vote: 4/0
Abstentions: 0

A.1 Acceptance of Minutes - "that the Board accept the following minutes of the Board of Education meetings."

6/9/2021 Work Session, Regular Meeting, Closed

A.2 Acceptance of Recorded Enrollment - "that the Board accept the following enrollment numbers as of June 22, 2021:

	<u>6/17/2020</u>	<u>6/22/21</u>
Memorial	420	384
MAS	<u>563</u>	<u>556</u>
Total in-district	983	940
<i>Change from 6/30/19</i>		
OOD K-8 Sp. Ed.	9	9
OOD Sp Ed. 9-12	13	16
Vo-Tech Special Ed	18	18
Charter Schools	6	6
Bergen Academies/Teterboro	27	27
Bergen Academies/Hackensack	13	13
Applied Tech	12	12
Bergen Vo-Tech Shared Students	3	3
Becton Regional	0	64.5
Hackensack High School	<u>244</u>	<u>172.5</u>
Total District Enrollment	1,328	1,281
<i>Change from 6/30/2020</i>		-3.54%

A.3 Acceptance of Recorded Fire/Security Drills - "that the Board accept the following recorded Fire/Security Drills for June 2021:

<u>MEM:</u>	<u>MAS:</u>
6/15/21 Fire Drill	6/18/21 Fire Drill
6/15/21 Weather Emergency	6/21/21 Lockdown

A.4 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>
D. Zuccaro	2021 School Health Conference	10/20/21	\$135+mileage
D. Zuccaro	Changing how we feel by changing what we eat	6/12/21	\$108
J. Fisher	New Jersey Science Convention	10/19-10/20/21	\$300+mileage

A.5 Approval of Educational Services Contract – “that the Board approve the contract with the New Jersey Commission for the Blind for services provided to student, *DN (MEM)* and *RN (HS)* for the 2021-2022 school year for a total cost of \$2,200 each.”

A.6 Approval of Services with Bergen County Special Services - “that the Board approve the following resolution

RESOLVED, that the Maywood Board of Education approves Services for Assistive Technology Ongoing Services to be contracted with Bergen County Special Services (BCSS) on an as needed basis. The board approves all service agreements for the 2021-2022 school year at a cost not to exceed \$330 per service.”

A.7 Approval of Special Services - “that the Board approve the following special services for student *OM (MEM)* for 2020-2021 school year:

Service:	Evaluation
Provider:	Bergen Passaic Pediatric Neurology, LLD, Judy Woo, M.D.
Date(s):	To be completed by 6/30/21
Totals:	\$410.00

- A.8 **Approval of ESEA Consolidated Grant Application** - “that the Board accept and approve the submission of the ESEA application for Fiscal Year 2022, and accepts the grant award of these funds upon the subsequent approval of the FY 2022 ESEA application.”
- A.9 **Approval of District QSAC Review Committee** – “that the Board approve the District QSAC Committee for the 2021-2022 school year.”
- A.10 **Approval of Safe Return to School Policy** – “that the Board approve the Maywood School District’s LEA Plan for Safe Return to In-Person Instruction and Continuity of Service Pursuant to the Federal American Rescue Plan Act, Section 2001(i).”
- A.11 **Approval of SOA for School Based & District Professional Development Plans** – “that the Board approve submission of the Statement of Assurance for School Based and District Professional Development Plans.”
- A.12 **Approval of SOA for School Based & District Mentoring Plans** – “that the Board approve the submission of the Statement of Assurance for School Based and District Mentoring Plans.”
- A.13 **Approval of the District Mission Statement** – “that the Board approve the District’s *Mission Statement* for the 2021-2022 school year.”
- A.14 **Approval of the Comprehensive Equity Plan** – “that the Board approve the *Comprehensive Equity Plan Annual Statement of Assurance* for the 2021-2022 school year.”
- A.15 **Approval of the Nursing Services Plan** – “that the Board approve the *Nursing Service Plan* for the 2021-2022 school year.”
- A.16 **Approval of Crisis Management Plan** – “that the Board approve the *District Crisis Management Plan* for the 2021-2022 school year.”
- A.17 **Approval of the District Student Code of Conduct** – “that the Board approve the *District Student Code of Conduct* for the 2021-2022 school year.”
- A.18 **Approval of School Self-Assessment** – “that the Board approve the Memorial and Maywood Avenue School’s *HIB School Self-Assessment for Determining Grades*.”
- A.19 **Approval of the Bloodborne Pathogen Program** – “that the Board approve the *Bloodborne Pathogen Program professional agreement* for both the 2021-2022 and 2022-2023 school years for Interlocal Services.”
- A.20 **Approval of the Integrated Pest Management Plan** – “that the Board approve the *Integrated Pest Management plan* for the 2021-2022 school year.”
- A.21 **Approval of the Reports** - “that the Board approve the annual *Guidance, ESL, I&RS, Nursing Services & Technology final reports* for the 2020-2021 school year.”

- A.22 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 2020-2021 school year.”
- A.23 Approval of HIB Student Consequences** - “that the Board approve the *Harassment, Intimidation & Bullying (HIB)* student consequences imposed during the 2020-2021 School Year as a result of the HIB Investigation as set forth.”
- A.24 Approval of SSDS Submission and Verification** – “that the Board approve the July 2021 submission of the *Student Safety Data System (SSDS)* for the 2020-2021 school year.”
- A.25 Approval of School Drills SOA** – “that the Board approve the School Security/Drill Statement of Assurance (SOA) for the 2020-2021 school year.”
- A.26 Approval of Scheduled Drills** – “that the Board approve the tentatively scheduled emergency drills for the 2021-2022 school year.”
- P.1 Approval of Additions to Sub List** – “that the Board approve the following individuals be added to the substitute list for the 2021-2022 school year (*pending completed paperwork*).”
Sub-Teacher
Mona McClory
- P.2 Approval of Stipends** - “that the Board approve the following stipends be paid for the 2020-2021 school year:
E. Balsam – \$1,966.00 Theater Director
N. Boschetti – \$520.00 Theater Director Assistant
- P.3 Approval of ESY 2021 Paraprofessional** – “that the Board approve Chris Mannarano, as a Paraprofessional for the ESY 2021 4-8 Grade LLD Program at MAS. Program runs from 7/6/21 to 7/29/21 for a total of 15 days (no ESY on Fridays) for 4 hours per day for a total pay of \$1,320.”
- P.4 Appointment of School Principal** – “that the Board approve the employment of Mr. Michael Halligan, as a Principal for the 2021-2022 school year with an annual salary of \$120,627.00.”
- P.5 Appointment of Teacher**- “that the Board approve the appointment of Emily Bulbulia (Kaplan), as a teacher for the 2021-2022 school year. She will be placed on BA, Step 6, and receive an annual salary of \$54,505.00.”
- P.6 Approval of a New Position** – “that the Board approve the creation of a 1.0 FTE Bus Driver/Buildings and Grounds position, effective 7/1/2021.”
- P.7 Approval of a New Position** – “that the Board approve the creation of a 1.0 FTE Guidance Counselor position, effective 7/1/2021.”
- P.8 Approval of a New Position** – “that the Board approve the creation of a 1.0 FTE Technology Coordinator position, effective 7/1/2021.”

- P.9 Approval of Bus Driver/Buildings & Grounds Employee**– “that the Board approve the employment of Jason Bennett as a Bus Driver/Buildings and Grounds employee at a salary of \$48,000, inclusive of bus driving stipend. Mr. Bennett will start August 16, 2021. “
- P.10 Approval of School Bus Driver** – “that the Board approve the employment of Suzanne Van Housen as a Bus Driver at a rate of \$24 per hour. Ms. Van Housen will start work in September of 2021.”
- P.11 Appointment of Custodian**- “that the Board approve the appointment of Andres Rosario as a custodian for the 2021-2022 school year with a salary of \$38,000.00”
- P.12 Approval of a Maternity Leave Of Absence** - “that the Board approve the following leave of absence for Kelly Esposito, a teacher at MEM.

DATES*:	REASON:
11/1/21-11/12/21	Period of disability (pre-birth) with pay & health benefits
11/13/21-12/7/21	Period of disability (post-birth) with pay & health benefits
12/8/21-3/14/22	FMLA – unpaid leave with health benefits
3/15/22-4/25/22	Unpaid leave without benefits

**All dates are contingent upon actual delivery date*

- P.13 Amendment to Motion P.53** - “that the Board approve an amendment be made to motion P.53, previously approved at the 12/16/20 BOE meeting. Ms. Cataldi’s return date from her leave of absence will now be September 29, 2021.”
- P.14 Approval of Additional Payment** - “that the Board approve the following individuals be paid at their 2021-2022 per diem/hourly rate, for working up to the following approved days/hours in the Summer of 2021 as follows:
- | | |
|---|----------|
| Kerry Leto, <i>Guidance Counselor</i> - | 48 hours |
| Christina Blundo, <i>Guidance Counselor</i> - | 24 hours |

- P.15 Amendment of P. 125 (June 9, 2021) Approval for Additional Payment** - “that the Board approve an amendment to motion P.125 from 6/9/21. Teachers who are working Summer remediation will receive a payment of \$1,700.00 (per section) for providing 4 weeks of Summer Remediation, **4 days per week**, 2 hours per day: (*original motion read 3 days per week*)

- F.1 Approval of Monthly Bills** - “that the Board approve the check run for **June** in the amount of: \$1,882,621.46.”
- F.2 Approval of Cafeteria Bills** - “that the Board approve the check run for **June** in the amount of: \$9,376.91.”
- F.3 Approval of Monthly Bills** - “that the Board approve the check run for **July** in the amount of: \$648,721.63.”
- F.4 Approval of Cafeteria Bills** - “that the Board approve the check run for Cafeteria bills for **July** in the amount of: \$2,523.50.”

- F.5 **Approval of Check Run** - “that the Board approve a check run in *July and August* to be approved at the next Board of Education meeting.”
- F.6 **Approval of Check Run for Cafeteria Bills** - “that the Board approve a check run for Cafeteria bills in *July and August* to be approved at the next BOE meeting.”
- F.7 **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.8 **Approval of Payroll** - “that the Board approve the payroll for *June* as follows:

Fund	
10	971,145.35
20	-
Total:	\$ 971,145.35
Board Share FICA/Medicare	22,559.81
State Share FICA Medicare	49,651.25
Board DCRP	2,485.76
Total Payroll Expense:	1,045,842.17

- F.9 **Approval of Preliminary Board Secretary’s Report** – “that the Board approve the preliminary Board Secretary Report, as submitted, for **June 30, 2021.**”
- F.10 **Approval of Preliminary Treasurer’s Report** – “that the Board approve the preliminary Treasurer of School Monies Report, for **June 30, 2021.**”
- F.11 **Approval of Preliminary Board Secretary's Monthly Certification** - "that the Board accept the preliminary 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, 2021**, 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.12 **Approval of Preliminary Board's Monthly Certification** - "that the Board approve the preliminary 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, 2021**, 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.13 **Approval of Preliminary Transfer of Funds** - "that the Board approve the preliminary report of transfer of funds for **June 30, 2021.**”
- F.14 **Amendment to Motion F.123** - "that the Board approve an amendment be made to motion F.123 from the 6/24/20 BOE meeting. The amount of the contract with Ed Systems is hereby \$94,050.00.”

F.15 Approval of Purchases through State Contracts & Cooperatives - "that the Board approve purchases exceeding the bid threshold from the vendors listed in the attached document for the 2021-2022 school year (list to be updated as necessary)."

F.16 Award of Contract for On-Call Plumbing Services for 2021-2022 - "that the Board approve the following resolution:

WHEREAS, the Maywood Board of Education (hereinafter referred to as the "Board") authorized the use of competitive contracting for on-call plumbing services pursuant to N.J.S.A. 18A: 18A-4.1 et seq. and N.J.A.C. 5:34-9.1 et seq.; and

WHEREAS, the Board received one (1) proposal for the plumbing services; and

WHEREAS, the School Business Administrator/Board Secretary has evaluated the proposal and prepared a comprehensive report in accordance with N.J.S.A. 18A:18A-4.3(d) and N.J.A.C. 5:34-4.5, which report was made available to the public at least forty-eight (48) hours prior to this award and is attached hereto and made a part hereof; and

WHEREAS, the Board is desirous of awarding the contract for the on-call plumbing services to Wickersheim and Sons, Inc. at rates per the attached proposal form;

NOW, THEREFORE, BE IT RESOLVED that the Board hereby awards the contract for on-call plumbing services.

BE IT FURTHER RESOLVED that the Board President and the Board Secretary are hereby authorized to execute such contract and any other documents necessary to effectuate the terms of this Resolution. The School Business Administrator/Board Secretary shall cause a Notice of Award, in accordance with N.J.S.A. 18A:18A-4.3(g) to be published in the official newspaper of the Board summarizing the award and indicating that the resolution and contract are on file in the Business Office and available for public inspection."

F.17 Award of Contract for On-Call HVAC for 2021-2022 - "that the Board approve the following resolution:

WHEREAS, the Maywood Board of Education (hereinafter referred to as the "Board") authorized the use of competitive contracting for on-call HVAC services pursuant to N.J.S.A. 18A: 18A-4.1 et seq. and N.J.A.C. 5:34-9.1 et seq.; and

WHEREAS, the Board received one (1) proposal for the plumbing services; and

WHEREAS, the School Business Administrator/Board Secretary has evaluated the proposal and prepared a comprehensive report in accordance with N.J.S.A. 18A:18A-4.3(d) and N.J.A.C. 5:34-4.5, which report was made available to the public at least forty-eight (48) hours prior to this award and is attached hereto and made a part hereof; and

WHEREAS, the Board is desirous of awarding the contract for the on-call HVAC services to ACCUTEMP. at rates per the attached proposal form;

NOW, THEREFORE, BE IT RESOLVED that the Board hereby awards the contract for on-call HVAC services.

BE IT FURTHER RESOLVED that the Board President and the Board Secretary are hereby authorized to execute such contract and any other documents necessary to effectuate the terms of this Resolution. The School Business Administrator/Board Secretary shall cause a Notice of Award, in accordance with N.J.S.A. 18A:18A-4.3(g) to be published in the official newspaper of the Board summarizing the award and indicating that the resolution and contract are on file in the Business Office and available for public inspection."

EXCEPTED MOTIONS VOTED ON SERPARATELY

- *n/a*

TABLED MOTIONS

- *n/a*

BOARD COMMENTS

- *n/a*

CLOSED SESSION

- *n/a*

MEETING ADJOURNED BY ACCLAMATION AT 7:46PM

Respectfully submitted,



Jennifer Pfohl, Board Secretary