

**MAYWOOD BOARD OF EDUCATION
MINUTES OF REGULAR MEETING
September 29, 2021**

The Regular Meeting of the Maywood Board of Education was held on September 29, 2021. President Taylor called the meeting to order at 7:00pm.

ROLL CALL

MEMBERS PRESENT: Mr. Bendezu, Ms. Kiely, Ms. Padovano, Mr. Taylor, Mr. Velez & Ms. Wiebe

MEMBERS ABSENT: Mr. Cilento

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

FLAG SALUTE

Adequate notice of this meeting was provided on September 23, 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:

- The opening of school went well in both buildings because of the incredible cooperation of staff, students and parents. The first day was a half day which assisted with getting back and assimilating. It was absolutely refreshing to see full schools for the first time in a very long time.
- Non-Tenured observations will begin next week.
- The MAS Afterschool HW Club begins this coming Monday and for every Monday through Thursday for the rest of the year from 3pm to 4:15 pm.
- Staff were notified of the October 31st due date for both their individual professional development plans and their student growth objectives.
- The ESEA Consolidated application was completed, submitted, and approved.
- The BTSN programs this year take place on the 21st at Memorial and on the 30th at MAS. We have made the events both in person and virtual. The virtual option will be prerecorded teacher videos and the in person option will be streamlined to avoid crowding that normally takes place at the opening welcome meeting and the changing of classes.
- All core content and specialty area curricula have been reviewed and revised as per state and QSAC standards.
- The District will implement the state mandated Start Strong assessments in the middle of October. These assessments have been provided by the State in lieu of last year's cancelation and they will measure learning from last school year.
- The District held its 20th year remembrance on September 13th. Students, staff, BOE members, council members, families and our honored emergency first responders were in attendance.
- We thank the PTOs of both buildings for their continued hard work including the annual welcome back luncheons that were enjoyed by all.
- The grade 8 welcome back BBQ took place Monday afterschool and was a great success.
- The annual grade 8 car wash takes place a week from this Saturday at 9 am in the MAS parking lot.
- Security drills will take place in both buildings this and next week, including the annual Memorandum of Understanding meeting between the district and law enforcement.

- Other than the full day resumption of classes, student lunches are the big change since last year. We commend everyone for a great transition back to lunch. The cafeterias, classrooms and gyms have been transformed to facilitate a less crowded lunch experience and students have taken advantage of the good weather by eating outside.
- Cross country opens their season next week. We wish all of the MAS student athletes luck.
- I would like to commend Carol Vazquez and Jen for their work with the transportation issues. As noted throughout the State, there is a very large shortage of drivers directly impacting the transportation of students both to and from school and afterschool for activities and sports. By taking control of the situation and using in district busing we have been very fortunate as many others who rely on outside companies have had many problems. Although Maywood had and continues to have a few issues, the vast majority of our services have been running. Region 5 and the other companies we all rely on are struggling tremendously. Transportation is never easy and it has been made that much more difficult with this statewide and nationwide shortage. As with everything, we appreciate everyone's hard work and patience.

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 – QSAC drop in next week

Policy – No report

Personnel – No report

Safety/OEM – MOU meeting took place last week

Technology – Tech Lab – standalones are removed. BYOD

Community Relations – No report

Negotiations – No report

Legislation – No report

Mayor and Council – No report

MAS PTO – Very large crowd

MEM PTO – 1st mtg next week

Hackensack BOE – Joint boards meeting 10/18/21

Becton BOE – Mr. Taylor went to back to school night last week. Open house is 10/14/21. CP is the new liaison and attended meetings.

Joint Boards Committee – No report

Seniors – No report

Library – Open for business. Kids are welcome. Basement flooded during Ida

Office of Emergency Management – No report

REGULAR MEETING

- n/a

PRESENTATIONS and RECOGNITIONS;

- n/a

BREAK

- n/a

MEETING OPEN TO THE PUBLIC

- Lou Roer filled in for the mayor & council meeting. He praised the 9-11 ceremony.
- Zoom session tomorrow regarding Teterboro flight patterns
- Time Capsule ceremony on 10/12
- 10/16 is Fall Festival and green team at Memorial and field.
- Fireworks on 10/30 and a Halloween party.

BOARD COMMENTS

- Ms. Kiely thought the 9-11 ceremony was touching.

OLD BUSINESS

- n/a

NEW BUSINESS

BL.3 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.49, A.50, A.51, A.52, A.53, A.54, A.56, A.57, A.58, A.59, A.60, A.61, A.62, A.63, A.64, A.65, P.35, P.36, P.37, P.38, P.39, P.40, P.41, P.42, P.43, P.44, P.45, P.46, P.47, F.33, F.34, F.35, F.36, F.37, F.38, F.39, F.40, F.41 and F.42, excepting motions A.48 and A.55 to be approved as shown on the agenda dated, 9/29/21."

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

A.49 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. Biggins	New Jersey Science Convention	10/19-10/20/21	\$300+mileage
N. Conturso	BCSS – “Go Talk Now Ipad” workshop	11/18/21	\$75+mileage
N. Conturso	Autism NJ 2021 Annual Conference	10/211 & 10/22	\$149 (virtual)
K. Smith	Autism NJ 2021 Annual Conference	10/211 & 10/22	\$149 (virtual)
G. Mendoza	Autism NJ 2021 Annual Conference	10/211 & 10/22	\$149 (virtual)
N. Sadiv	Autism NJ 2021 Annual Conference	10/211 & 10/22	\$149 (virtual)
C. Kissinger	Autism NJ 2021 Annual Conference	10/211 & 10/22	\$149 (virtual)
J. Manzer	Autism NJ 2021 Annual Conference	10/211 & 10/22	\$149 (virtual)

- A.50 Approval of Creation of a Position** - “that the Board approve the creation of a full-time Special Education ABA (K-3) teacher position, effective 10/01/2021.”
- A.51 Approval of the Administrative & 12-month Calendar** - “that the Board approve the Administrative & 12-month Personnel Calendar for the 2021-2022 school calendar, as submitted.”
- A.52 Approval of SOA** – “that the Board approve the Statement of Assurance submitted for the *Use of Paraprofessionals* for the 2021-2022 school year.
- A.53 Approval of the Uniform Memorandum of Understanding** - "that the Board approve the *2020-2021 Uniform Memorandum of Understanding* between the Maywood Board of Education and the Maywood Police Department.”
- A.54 Approval of Creation of 2 Para Positions** - “that the Board approve the creation of two paraprofessional positions that are IEP mandated, effective immediately.”
- A.55 Approval of Use of Facilities** – “that the Board approve the use of both MAS and MEM gyms by the *MYAA Basketball* for practice and games for the 2021-2022 school year.”
- A.56 Approval of Use of Facilities** – “that the Board approve the use of a classroom at both MAS and MEM for the *Good News Club* to hold meetings, every Tuesday from 3pm – 4:30pm, starting October 12th – June 30, 2022.”
- A.57 Approval of Walking Trip** – “that the Board approve a walking trip to the Maywood Police and Fire Station for the kindergarten class on October 12, 2021.”
- A.58 Approval of an Additional Class** – “that the Board approve the establishment of an Autism Class for k-3rd grade at Memorial. This class is needed due to enrollment”
- A.59 Acceptance of Special Services** - “that the Board approve the following special services for student CCB (*MEM*) for the 2021-2022 school year:
- | | |
|------------------|--|
| Service: | Home Instruction |
| Provider: | Susan Koger (pending clearance) |
| Date(s): | 1/27/21 through 6/30/22 |
| Rate(s): | 3 hours a week @ \$50.00 per hour
(2 hours direct and 1 hour indirect/prep) |
- A.60 Acceptance of Special Services** - “that the Board approve the following special services for student MM (*MEM*) for the 2021-2022 school year:
- | | |
|------------------|--|
| Service: | Home Instruction (ABA) |
| Provider: | Cassandra Manickram |
| Date(s): | 1/27/21 through 6/30/22 |
| Rate(s): | 3 hours a week @ \$50.00 per hour
(2 hours direct and 1 hour indirect/prep)
(6 additional make-up hours) |

A.61 Acceptance of Special Services - “that the Board approve the following special services for student **MM, SBP, MK (MEM)** for the 2021-2022 school year:

Service: Home Instruction (Speech)
Provider: Kelsey Introna, M.S., CCC-SLP (pending clearance)
Date(s): 1/27/21 through 6/30/22
Rate(s): 6 hours a week @ \$50.00 per hour
(3 hours direct and 3 hour indirect/prep)

A.62 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.63 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.64 Approval of Volunteers – “that the Board approve the following classroom and media center volunteers for the 2021-2022 school year (pending clearance):

Robyn Cabana

A.65 Approval of Class Trips – “that the Board approve the following class trips for the MAP and Pre-School classes for the 2021-2022 school year;

- Maywood Public Library
- Downtown Maywood
- Memorial School
- Memorial Park - Maywood NJ
- Grove St. Playground Maywood NJ
- Demarest Farms - Hillsdale NJ
- Abma's Farm-Wyckoff, NJ
- Shop Rite - Rochelle Park NJ
- Garden State Plaza - Paramus NJ
- Bergen Town Center - Paramus NJ
- Paramus Park Mall - Paramus NJ
- Riverside Square Mall - Hackensack NJ
- Bowler City - Hackensack NJ
- Van Saun Zoo - Paramus NJ
- Chuckie Cheese - Paramus NJ
- Bounce U- Paramus NJ

P.35 Amendment to Motion P.17 - “that the Board accept, with regret, the retirement of Joseph Pagano, a Custodian, effective September 7, 2021. *(This is a retirement, not a resignation as previously approved)*”

P.36 Amendment to Motion P.26 - Appointment of Lunchroom Aides – "that the Board approve the employment of the following Lunchroom Aides for the 2021-2022 school year. *(The rate has been changed to \$17.50 & three new names have been added*)*”

<u>Name:</u>	<u>School</u>	<u>Hours per day</u>	<u>*Rate:</u>
Ballolli, Matilda	Maywood Ave	2 hours	\$17.50
Gallagher, Dorothy	Maywood Ave	2 hours	\$17.50
*McQuaid, Jeannie	Maywood Ave	2 hours	\$17.50
*Parker, Alicia	Maywood Ave	2 hours	\$17.50
*Cavo, Deborah	Memorial	2hrs/15min	\$17.50
Bame, Monika	Memorial	2hrs/15min	\$17.50
Golbadnadjad, Kafayat	Memorial	2hrs/15min	\$17.50
Harrison, Colleen	Memorial	2hrs/15min	\$17.50
Malandruccolo, Efthemia	Memorial	2hrs/15min	\$17.50
Barberena, Sandra	Memorial	2hrs/15min	\$17.50
Walters, Donna	Memorial	2hrs/15min	\$17.50
Kearns, Kelly	Memorial	2hrs/15min	\$17.50
Raccioppi, Monica	Memorial	2hrs/15min	\$17.50

P.37 Approval of Additional Payment - “that the Board approve the following individuals be paid for working additional time in the summer of 2021 as follows*:

Christine Ecochard, <i>Teacher</i> -	4 hours (Articulation/curriculum)
Karen Vastola, <i>Teacher</i> -	16 hours (Articulation/curriculum)
Danielle Barrett, <i>Teacher</i> -	8 hours (Articulation/curriculum)
Alicia Schenk, <i>Teacher</i> -	8 hours (Articulation/curriculum)
Kristine Yehle, <i>Teacher</i> -	8 hours (Articulation/curriculum)
Meagan Harrington, <i>Teacher</i> -	8 hours (Articulation/curriculum)
Nancy Clark, <i>Teacher</i> -	8 hours (Articulation/curriculum)
Hilary Kim, <i>Teacher</i> -	12 hours (Articulation/curriculum)
Emily Harmon, <i>Teacher</i> -	8 hours (Articulation/curriculum)
Bynes, Carly, <i>Guidance</i> -	3 hours
Damania, Sangita, <i>Teacher</i> -	14 hours (Kindergarten Google set ups)

**These days/hours are in addition to what may have been previously approved in June 2021.*

P.38 Approval of Home ABA Instruction - “that the Board approve payment to Juvilian Manzer, for Home ABA Instruction for student **MM (MEM)** for 3 hours per week @ \$66.24 from 9/13/21 to 6/30/22.”

P.39 Approval of a Maternity Leave of Absence - “that the Board approve the following leave of absence for Melissa Blain, a speech therapist at MAS.

DATES*:	REASON:
12/06/21-12/31/21	Period of disability (pre-birth) with pay & health benefits
1/03/22-1/31/22	Period of disability (post-birth) with pay & health benefits
2/01/22-5/04/22	FMLA – unpaid leave with health benefits

**All dates are contingent upon actual delivery date*

- P.40 Approval of Substitute Rates** - “that the Board approve the following substitute rates for 2021-2022:
- | | |
|--|------------------|
| Substitute teacher with degree | \$120 per diem |
| Substitute teacher w/ county certificate | \$108 per diem |
| Substitute paraprofessional | \$96 per diem |
| Substitute secretary | \$16.00 per hour |
| Substitute custodian | \$16.00 per hour |
- P.41 Approval of Substitute Rates** - “that the Board approve the following rate of pay for salaried employees driving the bus outside of their contracted work hours:
\$28.00 per hour
- P.42 Approval of Front Office Coverage** – “that the Board approve Kelly Kearns and Monica Raccioppi receive additional pay for providing secretarial coverage for the front office and as needed elsewhere for the 2021-2022 school year. They will receive \$16.00 per hour and be paid off submitted timesheets.”
- P.43 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**
Kasandra Howes – Sub Certificate with degree (\$120 per diem)
Thomas Schaeffer – NJ Teaching Certificate (\$120 per diem)
- P.44 Approval of Home Instruction** - “that the Board approve payment to Kristin Yehle, for Home Instruction for student **RW (MAS)**, for a maximum of 10 hours per week @ \$75.82 from 9/22/21 to 12/01/21.”
- P.45 Appointment of a Paraprofessional** - “that the Board approve the appointment of Kevin Ottah, as a paraprofessional for the 2021-2022 school year and receive the ABA rate of \$26.12 per hour (*start date pending clearance*).”
- P.46 Appointment of a Paraprofessional** - “that the Board approve the appointment of Miriam Cantos, as a paraprofessional for the 2021-2022 school year and receive the NC, Step 1 rate of \$17.20 per hour.”
- P.47 Approval of a Stipend**- “that the Board approve a stipend be paid to various teachers for covering the Homework Club throughout the school year. To be paid at \$50 per hour, using CRRSA_ERRER II and Title 1 Federal grant funds, as per submitted timesheets.”
- F.33 Approval of Monthly Bills** - “that the Board approve the check run for *September* in the amount of: \$386,825.17 .”
- F.34 Approval of Cafeteria Bills** - “that the Board approve the check run for *September* in the amount of: \$11,322.00 .”

- F.35 **Approval of Monthly Bills** - “that the Board approve additional check runs if necessary during the month September. These bills will be approved at the next regular Board of Education meeting.”
- F.36 **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.37 **Approval of Payroll** - “that the Board approve the payroll for *August* as follows:

<u>Fund</u>	
10	222,361.84
20	4,201.23
Total:	\$ 226,563.07
Board Share FICA/Medicare	12,595.64
State Share FICA Medicare	4,357.28
Board DCRP	290.23
Total Payroll Expense:	243,806.22

- F.38 **Approval of Preliminary Board Secretary’s Report** – “that the Board approve the preliminary Board Secretary Report, as submitted, for **August 31, 2021.**”
- F.39 **Approval of Preliminary Treasurer’s Report** – “that the Board approve the preliminary Treasurer of School Monies Report, for **August 31, 2021.**”
- F.40 **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 **August 31, 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.41 **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 **August 31, 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.42 **Approval of Preliminary Transfer of Funds** - "that the Board approve the preliminary report of transfer of funds for **August 31, 2021.**”

EXCEPTED MOTIONS VOTED ON SERPARATELY

- A.48 Acceptance of Minutes** - "that the Board accept the following minutes of the Board of Education meetings."

8/31/2021 Work Session, Regular Meeting, Closed

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

- A.55 Approval of Use of Facilities** – “that the Board approve the use of both MAS and MEM gyms by the *MYAA Basketball* for practice and games for the 2021-2022 school year.”

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

TABLED MOTIONS

- n/a

BOARD COMMENTS

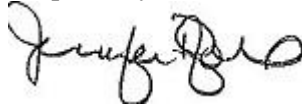
- n/a

CLOSED SESSION

- n/a

MEETING ADJOURNED BY ACCLAMATION AT 7:45PM

Respectfully submitted,



Jennifer Pfohl, Board Secretary