

**MAYWOOD BOARD OF EDUCATION
MINUTES OF REGULAR MEETING
February 15, 2023**

The Regular Meeting of the Maywood Board of Education was held on February 15, 2023. President Taylor called the meeting to order at 7:03PM.

ROLL CALL

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

MEMBERS ABSENT: Ms. Padovano

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

FLAG SALUTE

Adequate notice of this meeting was provided on January 4, 2023 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 for January.
- We will honor newly tenured staff member, Noha Sadany
- We will provide a Bond Referendum Presentation
 - Referendum Slide Show Link
 - Slide Show Narrative
 - Informational Video
- All non-tenured and tenured second/third round observations have been completed.
- Kindergarten registration information has been advertised and posted.
- Super Bowl Grade 6 Pancake Breakfast - Many thanks to the MAS PTO and the many volunteers for a great Sunday morning.
- Congrats to the Hawks on their BYBL championship.
- Super Bowl of Caring - Thank you for the overwhelming support paid to this annual endeavor.
- Many thanks to the PTOs for their help with a number of events since we last met including the Valentines Lunch at Memorial and the Valentine Breakfast at MAS.
- Conferences will take place in both schools and again we utilized the virtual option where needed in the month of March.
- The district will recognize Read Across America Day with a variety of building level activities including the annual trip by 4th graders to read at Memorial.
- Congrats to the 2nd MP Principal's List, Honor Roll and Distinguished Honor Roll students.
- The annual Hawk Tournament will take place at the end of February and we look forward to welcoming the community for the annual Maywood tradition
- Thanks to our guidance counselors, staff and students for a great No Name Calling Week.
- Period 1 (Sept thru Dec) SSDS and HIB electronic submissions were made to the state.
- All are welcome to the February 23rd Roundtable which will focus on the upcoming Bond Referendum.

BUSINESS ADMINISTRATOR'S REPORT

Ms. Pfohl reported on the following:

- Approving the Audit report tonight
- We are working on Budget, referendum and negotiations.

CORESPONDANCE

- *n/a*

COMMITTEE & LIAISON REPORTS

Buildings & Grounds – *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 – *Spoke about the referendum vote. Discussed the reassessments and will bring in Tax Assessor to next M&C meeting to help people understand the referendum.*

MAS PTO – *Meeting tonight, discussed bylaws*

MEM PTO – *No report*

Hackensack BOE – *No report*

Becton BOE – *No report*

Joint Boards Committee – *No report*

Seniors – *No report*

Library – *Construction has started*

Office of Emergency Management – *No report*

REGULAR MEETING

- *n/a*

PRESENTATIONS and RECOGNITIONS;

- *Tenure – Noha Sadany*
- *Students of the Month*
- *Referendum presentation and discussion*

BREAK

- *n/a*

MEETING OPEN TO THE PUBLIC

- n/a

BOARD COMMENTS

- n/a

OLD BUSINESS

- n/a

NEW BUSINESS

BL.10 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.143, A.146, A.147, A.148, A.149, A.150, A.151, A.152, A.153, A.154, A.155, A.156, A.157, A.158, A.159, P.119, P.120, P.121, P.122, P.123, P.124, P.125, P.126, P.127, P.128, P.129, F.96, F.97, F.98, F.99, F.100, F.101, F.102, F.103, F.104, F.105 and F.106, excepting motion A.144 and A.145 to be approved as shown on the agenda dated, 2/15/23."

Moved by: Mr. Taylor
Seconded by: Mr. Bendezu
Vote: 6/0
Abstentions: 0

A.143 Acceptance of Recorded Fire/Security Drills - "that the Board accept the following recorded Fire/Security Drills for January 2023:

| <u>MEM:</u> | <u>MAS:</u> |
|--------------------|--------------------|
| 1/20/23 Fire Drill | 1/04/23 Fire Drill |
| 1/31/23 Lockdown | 1/31/23 Lockdown |

A.146 Approval of the Audit Report - "that the Board accept the 2021-2022 Comprehensive Annual Financial Report, the Audit Synopsis, and the Annual Management Report."

A.147 Approval of Corrective Action Plan - "that the Board approve the corrective action plan, as set forth in the CAFR, June 2022 Audit, that states that the following:

There are no recommendations

A.148 Approval of the 2023-2024 Budget Calendar - "that the Board approve the budget Calendar for the 2022-2023 school year, as submitted."

A.149 Approval of Membership in Bergen County Region V - "that the Board approve to continue its membership in the Bergen County Region V Council for Special Education for the 2023-2024 school year, does hereby accept, adopt and agree to comply with the Region V by-laws; designates the District Superintendent as its representative to Region V; and empowers him/her to cast all votes and take all other actions necessary to represent its interest in Region V; until the next organization meeting and

FURTHER, that they approve the Joint Transportation Agreement for all Maywood students who are transported through Region V."

A.150 Approval of Tuition & Transportation Change of Placement – “that the Board approve the change of placement for tuition and transportation for the following out-of-district student for 2022-23 as follows. Transportation will be provided by Region V

| <u>Student:</u> | <u>School</u> | <u>Tuition</u> | <u>Transportation</u> | <u>Dates</u> |
|-----------------|---|---------------------|-----------------------|------------------|
| LD | Paradigm Therapeutic Day School, Midland Park | \$36,872 (prorated) | Region V | 2/3/23 – 6/27/23 |

A.151 Approval of Observation Hours - “that the Board approve Susan Abarca, a student at Bergen Community College, be allowed to complete 10 hours of classroom observations to fulfill her class requirement.”

A.152 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> |
|-------------|---|----------------|---------------------|
| E. Davis | Codes, Statutes & Regulations | 4/19 - 5/17/23 | \$483 |
| E. Davis | Transporting Students with Disabilities | 3/8 - 4/19/23 | \$668 |
| J. Bennett | Codes, Statutes & Regulations | 4/19 - 5/17/23 | \$483 |
| J. Bennett | Fleet Management | 2/14 - 3/14 | \$483 |
| J. Bennett | Routing and Scheduling | 2/21 - 3/28 | \$575 |
| S. Scance | PEC’s Level 1 Training | 2/23 & 2/24/23 | \$429+mileage |
| S. Spencer | PSW Method for Identification of Specific Learning Disabilities | 3/16/23 | mileage |
| K. Brickett | PSW Method for Identification of Specific Learning Disabilities | 3/16/23 | mileage |
| B. Smith | PSW Method for Identification of Specific Learning Disabilities | 3/16/23 | mileage |
| K. Smith | PSW Method for Identification of Specific Learning Disabilities | 3/16/23 | mileage |
| K. Boyer | PSW Method for Identification of Specific Learning Disabilities | 3/16/23 | mileage |
| L. Williams | Upholding Excellence in Professional Practice | 3/24 & 3/25 | \$200 (virtual) |

A.153 Approval of Special Services - that the Board approve the following Special Services for student **VS(HS-9) & GI(HS-9)** for the 2022-2023 school year, as follows:”

Service: Home Instruction
Provider: Supreme Consultants, LLC Rutherford
Rate: Up to 10 hours each per week @ \$52 per hour
Date: VS – 12/13/22 – 12/30/22
Date: GE – 12/14/22 – approx. 3/17/23
Total: **\$8,268.00**

A.154 Approval of Special Services - that the Board approve the following Special Services for student **GM(HS-11)** for the 2022-2023 school year, as follows:”

Service: Speech-Language Evaluation
Provider: South Bergen Jointure Commission
Date: To be completed by 2/24/23
Total: **\$325.00**

A.156 Approval of Special Services - that the Board approve the following Special Services for student **PE-A(MAS)** for the 2022-2023 school year, as follows:”

Service: Evaluations (Educational, Psychological, Speech-Language)
Provider: Assessment, Counseling and Educational Supports (ACES)
Rate: **\$900 each evaluation**
Date: To be completed by 3/20/23
Total: **\$2,700.00**

A.157 Approval of Special Services - that the Board approve the following Special Services for student **CD (MAS)** for the 2022-2023 school year, as follows:”

Service: Psychiatric Evaluation
Provider: Dr. Sameh Rageb, Upper Saddle River, NJ
Date: To be completed by 3/10/23
Total: \$750.00

A.158 Approval of an Additional Class – “that the Board approve the establishment of a full day Preschool Disabled Class at Memorial. This class is needed due to enrollment”

A.159 Approval of a Donation – “that the Board approve a \$100.00 donation be made to the Maywood Ave PTO for a Basketball Tournament Booster ad.”

P.119 Appointment of a Speech Therapist - “that the Board approve Jessica Russo as a Speech-Language Therapist for the 2022-2023 school year. Ms. Russo will be placed on MA, Step 3 with a pro-rated salary of \$57,349 effective March 1, 2023.”

P.120 Appointment of a Lunch Aide - “that the Board approve Hipatia Loor, as a Lunch Aide at MEM for the 2022-2023 school year, (*pending clearance paperwork*).”

P.121 Amendment to Previously Approved Motion - “that the Board approve Francia Quintero receive additional payment for providing (*ABA*) *Home Instruction* to student *HM (MEM)* for the 2022-2023 school year; up to 2 sessions per week at \$50.00 per session.”

P.122 Amendment to Previously Approved - “that the Board approve additional payment to April Bonilla and Estephany Estevez, for *Applied Behavioral Analysis (ABA) Direct Instruction* for student *GD (MAS)* up to 4 sessions per week each @ \$50 per session for the 2022-2023 school year.

P.123 Correction to a Previously Approved Stipend – “that the Board approve an amendment be made to the stipend amount that was approved for the Technology Coordinator for the 2022-2023. The correct amount of the stipend is \$1,280.00.”

P.124 Approval of Lateral Salary Moves – “that the Board approve the following lateral salary moves, as per the MEA contract, to be effective February 1, 2023.”

| <u>Name:</u> | <u>From:</u> | <u>Step:</u> | <u>Move to:</u> | <u>Step:</u> | <u>Salary:</u> |
|---------------|--------------|--------------|-----------------|--------------|----------------|
| Simone Scance | BA | 4 | BA+15 | 4 | \$55,050.00 |

P.125 Approval of Maternity Leave of Absence - “that the Board approve the following leave of absence for Kristen Kraljic, a teacher at MAS:

| DATES: | REASON: |
|--------------------|--|
| 6/15/2023 | Due Date |
| 6/7/23 – 6/14/23 | Period of disability (pre-birth) with pay & health benefits |
| 6/16/23 – 6/22/23 | Period of disability (post-birth) with pay & health benefits |
| 9/05/23 – 12/06/23 | FMLA – unpaid leave with health benefits |
| 1/02/2024 | Anticipated date of return |

P.126 Approval of Additional Payment – “that the Board payment to Patricia Barber, for Home Instruction for student PR (MAS) – 10 hours per week maximum @ \$76.39 per hour for the 2022-23 school year from 3/7/23 to 3/31/23 (4 weeks).”

P.127 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 February 15, 2023.”

P.128 Approval of Paraprofessional Position – “that the Board approve the addition of a special education paraprofessional position be added to the position control roster.”

P.129 Approval of Additions to Sub List – “that the Board approve the following individuals be added to the substitute list for the 2022-2023 school year (*pending clearance paperwork*).”

Sub-Para/Teacher

Shaimaa Ibrahim - Sub-Teacher (Cert. w/ degree)

KarynField - Sub-Teacher (Cert. w/ degree)

Caroline Sattely – Sub-Teacher (Cert.)

F.96 Approval of Monthly Bills - “that the Board approve the check run for *February* in the amount of: \$1,141,583.56.”

F.97 Approval of Cafeteria Bills - “that the Board approve the check run for *February* in the amount of: \$32,523.83.”

F.98 Approval of Additional Check Run – “that the Board approve an additional check run in January in the amount of: \$352,432.90

F.99 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.100 Approval of Payroll - “that the Board approve the payroll for *January* as follows:

| | <u>Fund</u> | |
|-------------------------------|--------------------|------------------------|
| | 10 | 1,023,117.24 |
| | 20 | 47,683.32 |
| | Total: | \$ 1,070,800.56 |
| Board Share FICA/Medicare | | 22,113.87 |
| State Share FICA Medicare | | 55,968.08 |
| Board DCRP | | 3,653.30 |
| Total Payroll Expense: | | 1,152,535.81 |

F.101 Approval of Preliminary Board Secretary’s Report – “that the Board approve the preliminary Board Secretary Report, as submitted, for January 31, 2023.”

F.102 Approval of Preliminary Treasurer’s Report – “that the Board approve the preliminary Treasurer of School Monies Report, for January 31, 2023.”

- F.103 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 **January 31, 2023**, 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.104 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 **January 31, 2023**, 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.105 Approval of Preliminary Transfer of Funds** - "that the Board approve the preliminary report of transfer of funds for **January 31, 2023**."."
- F.106 Approval of Short-term Bus Lease** – “that the Board approve the lease of 54 passenger buses as needed from Yellow Bus Leasing in the amount of \$2,100 per month.”

EXCEPTED MOTIONS VOTED ON SERPARATELY

- A.144 Maywood Avenue School Students of the Month** - "that the Board approve the following resolution:

WHEREAS, Alan Alfaro, Paola Carvajal, Alec Ebue, Mariana Gambino, Edward Hazuka, Lydell Johnson, Margaux Merencillo, Isaiah Sanchez and Laisha Santanahave been awarded the Maywood Avenue School January 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 February 15, 2023."

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

- A.145 Acceptance of Minutes** – “that the Board accept the following minutes of the Board of Education meetings.”

1/18/2023 Work Session, Regular Meeting, Closed

Moved by: Mr. Taylor
Seconded by: Ms. Stelter
Vote: 4/0
Abstentions: 2

TABLED MOTIONS

- n/a

BOARD COMMENTS

- n/a

CLOSED SESSION

- n/a

MEETING ADJOURNED BY ACCLAMATION AT 8:50PM

Respectfully submitted,



Jennifer Pfohl, Board Secretary