

WATERFORD TOWNSHIP BOARD OF EDUCATION

**NOTICE OF MEETING: REGULAR BOARD MEETING – March 15, 2023
WATERFORD ELEMENTARY SCHOOL
Regular Meeting – 6:30 p.m.**

I. MEETING CALLED TO ORDER _____

This meeting was advertised in compliance with the Sunshine Law through the notice issued to the Courier-Post and filed with the clerk of the Township of Waterford and posted in the Board Office and on the district website, wtsd.org.

A. ROLL CALL

B. MOTION TO APPROVE BUSINESS NOT ANTICIPATED AT THE TIME OF THE AGENDA PURSUANT TO BOARD POLICY

C. MOTION TO APPROVE THE RESOLUTION AUTHORIZING CLOSED SESSION

D. MOTION TO APPROVE THE RETURN TO OPEN SESSION _____

E. FLAG SALUTE

F. MISSION STATEMENT- Barbara Libak Fanz

G. STATEMENT TO THE PUBLIC

Often times it appears to the members of our audience that the Board of Education takes action with very little comment, and in many cases a unanimous vote. Before a matter is placed on an agenda for a public meeting, the administration have thoroughly reviewed the matter with the Superintendent of Schools. If the Superintendent of Schools is satisfied that the matter is ready to be presented to the Board of Education, it is then referred to the appropriate Board Committee. The members of the Board Committee work with the administration and Superintendent to assure that the members fully understand this matter. When the committee is satisfied with the matter, it is presented to the Board of Education for discussion before any final action is taken. Only then, it is placed on the agenda for action at the public meeting.

THE BOARD OF EDUCATION HAS DISCUSSED SUBJECTS IN CLOSED SESSION WHICH WILL BE DISCLOSED TO THE PUBLIC WHEN ACTION IS TAKEN BY THE BOARD, IF ANY, OR AT A PUBLIC SESSION AT SOME LATER DATE.

THE BOARD PRESIDENT REQUESTS THAT ALL CELL PHONES BE TURNED OFF OR PLACED ON VIBRATE DURING THE BOARD MEETING – THANK YOU.

MINUTES, POLICY BOOK AND ATTACHMENTS ARE AVAILABLE AT THE SCHOOL DISTRICT WEBSITE, WTSD.ORG

FIRE EXITS ARE LOCATED IN THE FRONT AND REAR OF THE ROOM.

The public is reminded that they should attempt to resolve problems and/or complaints through initial contact with the appropriate administrator or staff member. Such matters should only be brought to the Board after all avenues within the chain of command have been exhausted.

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II. COMMITTEE REPORTS

- A. EDUCATION**
- B. PERSONNEL**
- C. BUSINESS**

III. PRESENTATIONS

- A. Black History Month Presentation- *Dr. Michael Nolan***
 - 1. Art Classes- Ms. York-Zaleski
 - 2. "Be Kind" Project- Ms. Barrett
 - 3. Collaboration Posters- Ms. Scanzano/ Ms. Peterson
 - 4. Guest Presenter from HHS- Journe Lucas
- B. Retirement of Kellie Stevenson- *Dr. Michael Nolan***
- C. 2023/2024 Tentative Budget- *Dr. Michael Nolan/Dan Fox***

IV. COMMENTS FROM THE PUBLIC ON AGENDA ITEMS ONLY

- A. Motion to open the meeting to the Public**
- B. Motion to close the meeting to the Public**

V. MINUTES – Approve the minutes for the following meetings as submitted by the School Business Administrator/Board Secretary:

- A. Board Meeting** February 15, 2023
- B. Closed Session** February 15, 2023

VI. SUPERINTENDENT'S REPORT – *Dr. Michael Nolan*

- A. Monthly District Reports-**
 - 1. Monthly Wellness Report
 - 2. Fire/Security Drill Log

B. Enrollment:

Grade	2021-2022 # of Students	2022-2023 # of Students
PK (3 yr. old)	73	72
PK (4 yr. old)	86	93
PK (5 yr. old)	0	0
K	90	104
1 st	113	97
2 nd	110	108
3 rd	103	114
4 th	124	111
5 th	110	132
6 th	120	114
Total:	930	947

C. Suspension Report:

SID#	Date	Incident	School	Location	Reported by	Resolution
49392	2/9/23	Physical Behavior	WES	Classroom	Teacher	Suspension
50169	3/1/23	Threat	WES	Classroom	Teacher	Suspension

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VIII. SUPERINTENDENT'S RECOMMENDATIONS

Upon the recommendation of the Superintendent:

A. EDUCATION – Barbara Libak Fanz /Roe Hunter/Ehren O'Donnell

1. Harassment, Intimidation and Bullying (HIB) Report:

Acknowledge Receipt of HIB Investigations as follows:

Alleged Target(s)	Alleged Aggressor(s)	Location	Report Received Date	Investigation Completed Date	Investigation Outcome HIB–Yes/No	Action Taken
3358632163	6769755493	Bus	2/24/23	3/2/23	Yes	<ul style="list-style-type: none"> • Administrative Detention • Restorative Justice • Possible Bus Re-assignment • Separation

2. Harassment, Intimidation and Bullying (HIB) Report:

Affirm the Harassment, Intimidation & Bullying Report as follows:

Alleged Target(s)	Alleged Aggressor(s)	Location	Report Received Date	Investigation Completed Date	Investigation Outcome HIB–Yes/No	Action Taken
N/A						

3. Orientations for the 2022-2023 School Year:

Approve the following Orientations for the 2022-2023 school year:

Location	Date	Grade	# of Buses	Cost
Hammonton Middle School	6/1/23	Grade 6	3	\$317.25
WES	6/6/23	Grade 2	3	\$328.50
Atco	6/6/23	Kindergarten	3	\$328.50

4. Approve the following policy for the first reading:

a. Policy # 1140- Affirmative Action Program

5. Approve the following policy for the second reading:

N/A

6. Approve partnership with InSite Health Services to provide psychiatric services.

B. PERSONNEL – Michael McClintock/Ben De Vuyst/Roe Hunter

Upon the recommendation of the Superintendent:

1. Retirement of Support Staff Member(s):

Approve the retirement of Maureen Pedersen, Highy-Qualified Paraprofessional, with gratitude and appreciation for her 26 years of service, effective July 1, 2023. (UPC #20-40-EX/ASW).

2. Create / Abolish Non-Certified Staff Positions:

Approve the created and abolished positions for the 2022-2023 school year:

Position	Location	Create/Abolish	UPC	FTE	Account Number
Paraprofessional	WES	Abolish	20-50-EX/AXV	1.0	11-000-217-106-00-00-100
Paraprofessional	Atco	Create	20-40-EX/ASX	1.0	11-000-217-106-00-00-040

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3. Transfer of Non-Certified Staff for the 2022-2023 School Year:

Approve the transfer of the following staff member for the 2022-2023 school year:

Name	Curr Loc	Curr Position	Curr UPC	New Loc	New Position	New UPC
McCullough, C.	WES	Paraprofessional	20-50-EX/AXV	Atco	Paraprofessional	20-40-EX/ASX

4. Resignation of Non-Certified Staff Member(s):

Approve the resignation of the following staff member(s):

Name	Location	Position	UPC	Effective Date
McCullough, C.	Atco	Paraprofessional	20-40-EX/ASX	3/17/23

5. Leave-of-Absence Acknowledgement:

Acknowledge the submission/notification of the following staff member's Leave-of-Absence:

Staff Member	Dates	Classification
4775	2/14/23 – 6/30/23 (Intermittent)	FMLA
4778	2/22/23 – 3/14/23	FMLA

6. Appointment of Substitutes for the 2022-2023 School Year:

Approve the following substitutes for the 2022-2023 school year, pending receipt of required documents:

Name	Substitute Position	Rate
McDaniel, K.	Paraprofessional Non-Instructional Aide (Café)	\$17.00 / hr. 16.00/ hr.

7. Revised Job Descriptions:

Approve the revisions of the following job descriptions (See Attachment B-7):

- Affirmative Action Officer
- Remedial Elementary Math Teacher
- Reading/Development/Remedial Elementary Teacher
- School Counselor
- Lead Custodian

8. Perfect Attendance Award – January 2023:

Acknowledge and congratulate the recipient of January's Perfect Attendance Award, Kate Saunders. Kate is the School Nurse at Thomas Richards and will receive a \$50.00 Amazon gift card.

C. BUSINESS – Dan Hoover/Tom Leach/Jay Galante

Upon the recommendation of the Superintendent:

1. Board Secretary's Certifications for the month January 2023 (as attached):

In accordance with 18A:17-9 for the month of January 2023, the Cash Reconciliation Report and the Board Secretary's report are in agreement. In accordance with 18A:17-9 for the month of January 2023, the Board Secretary certifies that no line item has been over-expended in violation of N.J.A.C. 23A-16.10(c)3 and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year. The Board Secretary, in accordance with N.J.A.C. 6A:23A-16.10(c)2, certifies that the following changes in anticipated revenue amounts and revenue sources.

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2. Board of Education Monthly Financial Certification:

Pursuant to N.J.A.C. 6A:23A-16.10(c) 4, the Waterford Township Board of Education certifies that as of October 30, 2022 and after review of the Secretary's Monthly Financial Report and upon consultation with the appropriate district officials, to the best of the Board's knowledge, no major account or fund has been over-expended in violation of N.J.A.C. 6A:23A-16.10(a)1 and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.

3. Financial Reports for the month January 2023 (as per attached):

- a. Investment report.
- b. Report of the Board Secretary in accordance with 18A:17-36 and 17A:17-9
- c. Student Activity Fund General Ledger.
- d. Nutri-Serve Food Management/Waterford Township School District Financial Statement.

4. Approval of Expenditures (as per attached):

Approve the payment of bills and claims:

- Bills List #1- \$ 1,276,378.99
- Bills List #2- \$ 17,452.86
- Bills List #3- \$ 8,155.48
- Nutri-Serve- \$ 44,760.81

5. Contracts:

- a. Amend a 2022-2023 Joint Transportation Agreement with the Hammonton Board of Education down to \$617.20 due to the student no longer needing transportation.
- b. A Special Education Tuition Contract Agreement with Folsom Board of Education for educational services for an educationally handicapped student for the 2023/2024 school year at a net cost of \$45,321.
- c. An amended Special Education Tuition Contract Agreement with Hammonton Board of Education for educational services for educationally handicapped students for the 2023/2024 school year at a net cost of \$889,347.

6. Grants:

- a. Amend the Preschool Expansion Grant as follows:

Carry-Over (\$40,000)
Transportation (\$40,000)

7. Budget:

- a. Resolution to tentatively approve the 2023-2024 school district budget for submission to the Executive County Superintendent of Schools. See Attachment C-7-a.
- b. Approve the 2023-2024 Preschool Expansion Aid District Planning and Enrollment Workbook and Budget Narrative. See Attachment C-7-b.

8. Professional Development:

Approve the Out of District Professional Development for the 2022-2023 school year:

Name	Date Submitted	Date of Workshop	Location	Topic	Cost	Account #
Bozzuffi, C.	02/20/23	03/18/2023	Glassboro, NJ	2023 Spring AENJ Symposium	\$180.00	11-000-223-580-58-06-100

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- 9. **Finance-Related Policies :**
 - a. **Approve the following policies for the first reading:**
n/a
 - b. **Approve the following policies for the second reading:**
 - 1. Policy # 6160- Grants from Private Sources

D. BYLAWS--*Barbara Libak Fanz*

- 1. **Approve the following policy for the first reading:**
n/a
- 2. **Approve the following policy for the second reading:**
 - a. Policy # 0162- Notice of Board Meetings
 - b. Policy # 0152- Board Officers

VIII. REPORTS

- a. **Legislation-** Tom Leach/Roe Hunter
- b. **Camden County School Boards Association-** Ehren O'Donnell/ Barbara Libak-Fanz
- c. **New Jersey School Boards Association-** Dan Hoover/Michael McClintock
- d. **Camden County Educational Services Commission-** Ben De Vuyst/Jay Galante
- e. **Hammonton-**Roe Hunter
- f. **Board President's Report-** Matthew DeNafo

IX. BOARD OF EDUCATION BUSINESS

- A. **OLD BUSINESS**
- B. **NEW BUSINESS**

X. COMMENTS FROM MEMBERS OF THE PUBLIC ON GENERAL TOPICS

- A. Motion to open the meeting to the Public
- B. Motion to close the meeting to the Public

XI. MEETING ADJOURNMENT _____