

WATERFORD TOWNSHIP BOARD OF EDUCATION

**NOTICE OF MEETING: REGULAR BOARD MEETING – August 16, 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. Students of the 3rd Trimester:**
 1. Kindergarten- Chase Wilson- *Ms. Allen*
 2. Grade 1- Gauge Regn- *Ms. Weidmann*
 3. Grade 2- Stella Cicchino- *Ms. Schafer*
 4. Grade 3- Kathleen Caberto- *Ms. Downes (Ms. Manna)*
 5. Grade 4- Jake McGuckin- *Ms. Agoston*
 6. Grade 5- Briella Mangione- *Ms. Niedoba*
 7. Grade 6- Aryanna Doto- *Ms. Chance/Ms. Johnson*

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 July 19, 2023
- B.** Closed Session July 19, 2023

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

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

B. Enrollment:

Grade	2021/2022 Title I/ESY	Title I/ESY
PK/K	40	21
1 st	34	19
2 nd	25	27
3 rd	16	27
4 th	22	17
5 th	21	13
6 th	5	20
Total:	163	144

C. Suspension Report:

SID#	Date	Incident	School	Location	Reported by	Resolution
N/A						

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
N/A						

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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. Approve the following policy for the first reading:

- a. Policy #: 2419- School Threat Assessment Teams
- b. Policy #: 9202- Civility

4. Approve the following policy for the second reading:

n/a

5. Acknowledge receipt of the following regulations:

- a. Regulation #: 2419- School Threat Assessment Teams

6. District Goals for the 2023-2024 School Year:

Approve the District/Board Goals for the 2023-2024 school year:

Goal D1: The superintendent, in cooperation with the administrative team and staff, will implement EnVisions Math with fidelity, to support deep mathematical understanding and increase student achievement.

Goal D2: The superintendent, in cooperation with the administrative team and teaching staff, will evaluate our current curriculum, instruction, and assessment, to recommend and implement evidence-based strategies and make adjustments that address gaps in our ELA curriculum, instruction, and assessments.

Goal D3: The superintendent, in cooperation with the administrative team and teaching staff, will research and develop a plan to address school culture through school-wide systems for positive behavior and/or trauma-informed and healing-centered practices.

7. Student Code of Conduct for the 2023-2024 School Year:

Approve the Student Code of Conduct for the 2023-2024 school year. (See Attachment A-7).

8. School Safety and Security Plan for the 2023-2024 School Year:

Approve the School Safety and Security Plan for the 2023-2024 school year.

9. School Improvement Panel (SciP) for the 2023-2024 School Year:

Approve the following staff members for the SciP committee per building:

Thomas Richards Early Childhood Center	Atco Elementary	Waterford Elementary
Michael Nolan Patrick Davidson Candice Michelini Kylie Iocono	Michael Nolan Heather Kondas Candice Michelini Christina Iadonisi Shaun Kin-Leavey Carla Brown Georgiann Raso	Michael Nolan Christine Manna Candice Michelini Jill O'Donnell Jamie Stephan

10. Waterford Township School District Mentoring Plan 2023-2024:

Approve the Waterford Township School District Mentoring Plan for the 2023-2024 school year. (See Attachment A-10).

11. Waterford Township School District Professional Development Plan (PDP) 2023-2024:

Approve the Professional Development Plan for the 2023-2024 school year. (See Attachment A-11).

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12. Evaluation Instrument for the 2023-2024 School Year:

Approve the evaluation instruments for the 2023-2024 school year:

- Danielson Rubric 2013
- Evaluation Rubrics for:
 - School Nurse
 - School Counselor
 - School Social Worker
 - Learning Disabilities Teacher Consultant
 - School Psychologist
 - Occupational Therapist
 - Speech Language Therapist
 - Instructional Coaches
- New Jersey Principal Evaluation or Professional Learning Instrument

13. Home and School Fundraisers for the 2023-2024 School Year:

Approve the Home and School fundraisers for the 2023-2024 school year. (See Attachment A-13).

14. Independent Educational Evaluation Rates for 2023-2024:

Approve the Independent Education Evaluation rates for the 2023-2024 school year. (See Attachment A-14).

15. Fieldwork Experience for Fall, 2023:

Approve the following student placement:

Name	College	Location	Grade	Teacher	Dates	# of Hours
DeFazio, A.	Rowan	WES	3-6	Bozzuffi	10/31/23-12/13/23	Tues/Thurs for 8 wks
Johnson, A.	Walden	TRECC	K	Handzus	08/28/23-11/17/23	45 hrs total (2-3 hrs/wk)
Walker, M.	Drexel	WES	5	Zeccardi	Fall 2023	30 hrs total

16. College Clinical Practice Placement for Spring, 2024 Semester:

Approve the following student placement:

Name	College	Location	Grade	Teacher	Dates	# of Hours
DeFazio, A.	Rowan	WES	3-6	Bozzuffi	01/16/24-03/11/24	5 days/wk for 8 wks

17. ESEA-ESSA Funding Allocation – Title I Rtl Paraprofessionals/Coordinator:

Approve the percentage of funding of salaries for Title I Rtl Paraprofessionals and Title I Coordinator for the 2023-2024 school year based on ESEA-ESSA Title IA and local funding as indicated below:

Location	Name	Salary	Local \$	Local %	Title IA \$	Title IA %	FICA %	FICA \$	Total Title IA
TR Para	Galiano, M.	\$18870	\$4151	22%	\$14719	78%	7.65%	\$1126	\$15845
TR Para	Swierczynski, J.	\$18870	\$4151	22%	\$14719	78%	7.65%	\$1126	\$15845
District	DiRenzo, L.	\$59740	\$48811	81.706%	\$10929	18.294%	N/A	N/A	\$10929

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

Upon the recommendation of the Superintendent:

1. Transfer of Certified Staff Members for the 2023-2024 School Year:

Approve the transfer of Certified Staff Members for the 2023-2024 school year. (Attachment B-1 to be distributed).

2. Transfer of Non-Certified Staff Members for the 2023-2024 School Year:

Approve the transfer of Non-Certified Staff Members for the 2023-2024 school year. (Attachment B-2 to be distributed).

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3. Lateral Moves – Certified Staff Members:

Approve the lateral move requests for the following Certified Staff members on the salary guide effective 8/29/23:

Name	Credential (from)	Credential (to)	Step (from)	Step (to)	Salary (from)	Salary (to)
Borda, C.	BA + 30	MA	5	5	\$62317.	\$63592.
Scotti, M.	BA	MA	9	9	64165.	67992.
Weidmann, C.	BA + 30	MA	13	13	90682.	91957.

4. Resignation of Support Staff Members:

Approve the resignation of the following Support Staff members:

Name	Location	Assignment	UPC	Effective Date
Barilotti, V.	WES	Paraprofessional	20-50-EX / ASY	8/01/23
Johnson, A.	District	Paraprofessional	20-45-P2 / ALR	7/24/23
Wylid, M.	Atco	Paraprofessional	20-40-EX / ATC	7/21/23

5. Appointment of Support Staff for the 2023-2024 School Year:

Approve the following Support Staff members for the 2023-2024 school year, pending receipt of the required documentation:

Name	Assignment	UPC	Loc	Step	Rate / Hour	Hours / Day	Days / Year	FTE
Abbott, R.	Non-Instructional Aide (Cafeteria)	20-40-NA/AXY	Atco	1	15.00	2.5	185	.42
Morales, J.	Non-Instructional Aide (Cafeteria)	20-40-NA/AZK	Atco	1	15.00	2.5	185	.42
Venters, R.	Perm.	80-10-L1/ AIE	District	1	16.64	6	185	1.0
Wallack, N.	Part-Time Secretary (Human Resources)	22-15-AB / AMH	District	1	17.61	21 hours per week	240	.60

6. Position Change of Support Staff Member for the 2023-2024 School Year:

Approve the change of position for the following Support Staff member for the 2023-2024 school year:

Name	Curr Pos.	Curr UPC	Curr Loc	Curr Step	Curr Rate/ Hr	Curr Hrs/ Day	Curr Days /Yr	New Pos.	New UPC	New Loc	New Step	New Rate/Hr	New Hrs/ Day	New Days/ Yr	Eff Date
Hoescht, B.	Perm. Parapro Substitute	80-10-L1 / AIE	Dist.	1	16.64	6	185	Parapro.	20-45-L1 / AIC	TR	1	16.00	6	185	8/29/23

7. Annual Stipend Positions for the 2023-2024 School Year:

Approve the following annual stipend positions for the 2023-2024 school year:

Position	Atco	TR	WES	Enrichment (District)
Team Leader	Carla Brown- Gr.1 Alison Schafer-Gr.2	Michelle Biggs-PK Rachel Intessimoni-PK Alex Handzus-K	Gabrielle Magner-Gr.3 Dawn Agoston- Gr.4 Jamie Stephan- Gr.5 Dana King- Gr.6	Andrea Bowman
Head Teacher	Shaun Kin-Leavey	Alex Handzus	TBD	n/a
I & RS	Megan Fieger	Anna Russomanno	Heather DeNafo Candice Michelini	n/a

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8. Appointment of Substitutes for the 2023-2024 School Year:

Approve the following substitutes for the 2023-2024 school year, pending the receipt of required documents:

Name	Substitute Position	Rate
Capano-Diulio, M.	Paraprofessional	\$17.51 / hourly rate
	Non-Instructional Aide (Cafeteria)	16.48 / hourly rate
Caterina, N.	Secretarial	17.51 / hourly rate

9. Create/Abolish Positions for the 2023-2024 School Year:

Approve the created and abolished positions for the 2023-2024 school year. (Attachment B-9 to be distributed).

10. Waterford Township Education Association:

Approve the Memorandum of Agreement between Waterford Township Board of Education and Waterford Township Education Association. (See Attachment B-10).

11. Approve the following policy for the first reading:

a. Policy #: 1642.01- Sick Leave

12. Approve the following policy for the second reading:

n/a

13. Acknowledge receipt of the following regulations:

a. Regulation #: 1642.01- Sick Leave

14. Special Education Summer Evaluations:

Approve the following CST members to complete evaluations as follows:

Name	Position	Rate	Hours	Total	Account
Kelly Herman	School Psychologist	\$50.00	Up to 15 Hours	750.00	11-000-219-104-01-43-000
Elizabeth Friedman	LDT-C	\$50.00	Up to 15 Hours	750.00	11-000-219-104-01-03-000
Amelia Suriano	Social Worker	\$50.00	Up to 15 Hours	750.00	11-000-211-104-01-13-000

15. Leave of Absence Acknowledgement:

Acknowledge the submission/notification of the following staff member's leave of absence:

Staff Member	Dates	Classification
4672	10/19/23-3/19/23	FMLA

BUSINESS – Dan Hoover/Tom Leach/Jay Galante

Upon the recommendation of the Superintendent:

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

In accordance with 18A:17-9 for the month of June 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 June 2023 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. (To be distributed)

3. Financial Reports for the month June 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- \$511,739.34
- Bills List #2- \$24,647.66
- Nutri-Serve- \$7,008.57

5. Contracts:

a.

Vendor	Service	From	To	Amount	Attachment
Insight Health, Inc.	Mental Health Software	9/1/2023	8/31/2024	\$20,000	C-5-a-1
Rowan University	Internships	9/1/2023	8/31/2024	None	C-5-a-2
Northeast Plumbing	Plumbing/HVAC	7/1/2023	6/30/2024	\$123,933.77	C-5-a-3
Professional Medical Staffing	Nursing	7/1/2023	6/30/2024	\$57.00 per hour	C-5-a-4
Hammonton Board of Education	Joint Transportation Agreement	7/10/2023	8/18/2023	\$5,669.04	C-5-a-5

b. **Reading Recovery Ongoing Professional Development:**

Approve a contract between Waterford Township Board of Education and Evesham Township School District Board of Education for Reading Recovery and Literacy Lessons Ongoing Professional Development in the total amount of \$5,500 (includes \$2500 cost listed in Out of District PD Section) for the following trained teachers: Caitlin Fanz, Tracey Bober, Casey Bromley, Jaclyn McGovern, and Donna Wallen. Costs budgeted for and provided by ESEA/ESSA FY2024 Title IIA Funds. (See Attachment C-5-b).

- c. Approve the purchase of playground equipment for Thomas Richards Early Childhood Center from Miracle Recreation Equipment Company in the amount of \$78,244.65. (See Attachment C-5-c).

6. Insurance Coverage:

To purchase optional Pollution Liability Insurance policy with added terrorism coverage as recommended by Hardenbergh Insurance Group. Package policy no longer has this coverage.

- Limit of liability \$1,000,000 per claim/\$2,000,000 annual aggregate
- Deductible \$25,000 per pollution condition
- Premium \$6,960

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7. Facilities:

- a. Approve the 2023-2024 Integrated Pest Management Plans for each school. (Available upon request.)
- b. Approve the 2023-2024 Blood borne Pathogens Exposure Control Plan. (Available upon request.)

8. Out of District Professional Development for the 2023-2024 School Year:

Approve the Out of District Professional Development for the 2023-2024 school year:

Name	Date Submitted	Date of Workshop	Location	Topic	Cost	Account #
Bober, T. Bromley, C. Fanz, C. McGovern, J. Wallen, D.	07/27/2023	09/12/2023 10/20/2023 12/08/2023 01/26/2024 03/15/2024 05/21/2024	Evesham Township, NJ	Reading Recovery/Literacy Lessons Ongoing Professional Development	\$2500.00	20-275-200-580-58-04-040
Peterson, S.	08/07/2023	09/21/2023	Clementon, NJ	Introduction to Creative Curriculum	\$199.00	20-218-200-580-58-02-060
Massaro, A.	08/07/2023	09/21/2023	Clementon, NJ	Introduction to Creative Curriculum	\$199.00	20-218-200-580-58-02-060
Oleson, E.	08/07/2023	09/21/2023	Clementon, NJ	Introduction to Creative Curriculum	\$199.00	20-218-200-580-58-02-060
Antolik, D.	08/07/2023	09/21/2023	Clementon, NJ	Introduction to Creative Curriculum	\$199.00	20-218-200-580-58-02-060
Steffey, R.	08/07/2023	09/21/2023	Clementon, NJ	Introduction to Creative Curriculum	\$199.00	20-218-200-580-58-02-060

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 #: 8480- Contracted Service Providers
- c. Acknowledge receipt of the following regulations:
n/a

C. BYLAWS--Barbara Libak Fanz

1. Approve the following policy for the first reading:
n/a
2. Approve the following policy for the second reading :
n/a
3. Acknowledge receipt of the following regulations:
n/a

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**

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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 _____