

**WATERFORD TOWNSHIP BOARD OF EDUCATION
REGULAR BOARD MEETING MINUTES – February 16, 2022
WATERFORD ELEMENTARY SCHOOL**

I. MEETING CALLED TO ORDER at 6:30 p.m.

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

Members Present: Matthew DeNafo, Benjamin De Vuyst, Barbara Libak Fanz, Rosemarie Hunter, Michael McClintock, Ehren O'Donnell, Al Pangia, Michael Vitarelli, William Wilhelm

Members absent:

Others present: Dr. Brenda Haring, Superintendent, Daniel J. Fox, Assistant Superintendent for Business /Board Secretary, Howard Long, Solicitor.

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

A motion was made by Mr. De Vuyst, seconded by Mr. DeNafo, and carried by unanimous voice consent to approve addendum, 1 and 2, to the agenda.

C. MOTION TO APPROVE THE RESOLUTION AUTHORIZING CLOSED SESSION

A motion was made by Mr. Pangia and seconded by Ms. Hunter and carried by unanimous voice consent to approve the Resolution Authorizing Closed Session.

D. MOTION TO APPROVE THE RETURN TO OPEN SESSION

A motion was made by Mr. Pangia, seconded by Mr. McClintock, and carried by unanimous voice consent to return to open session at 7:03 p.m.

E. FLAG SALUTE

Mr. Wilhelm led the Pledge of Allegiance.

F. MISSION STATEMENT

Ms. Libak-Fanz read the mission statement.

G. STATEMENT TO THE PUBLIC

Mr. Wilhelm read a statement to the public.

II. COMMITTEE REPORTS

A. EDUCATION – Ms. Hunter gave an oral report.

B. PERSONNEL - Mr. McClintock gave an oral report.

C. BUSINESS - Mr. DeNafo gave an oral report.

III. PRESENTATIONS

1. Code of Ethics/Open Public Meetings Act- Howard Long- Delay to add.

IV. COMMENTS FROM THE PUBLIC ON AGENDA ITEMS ONLY

A. A motion was made by Mr. Pangia, seconded by Mr. DeNafo, and carried by unanimous voice consent to open the meeting to the public.

B. A motion was made by Mr. Pangia, seconded by Mr. DeNafo, and carried by unanimous voice consent to close the meeting to the public.

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V. MINUTES

A motion was made by Ms. Hunter, seconded by Mr. De Vuyst, and carried by voice consent to approve the minutes for the following meetings as submitted by the Assistant Superintendent for Business/Board Secretary. Mr. DeNafo abstained from items B & D:

- A. Closed Session January 5, 2022
- B. Closed Session January 19, 2022
- C. Board Meeting January 5, 2022
- D. Board Meeting January 19, 2022

VI. SUPERINTENDENT’S REPORT

A motion was made by Mr. Pangia, seconded by Mr. De Nafo, and carried by unanimous voice consent to approve the following:

A. Monthly District Reports-

- 1. Monthly Wellness Report
- 2. Fire/Security Drill Log

B. Curriculum Department Monthly Highlights

C. Technology Report

D. Waterford Township Home & School Association Monthly Highlights-N/A

E. Enrollment:

Grade	2020/2021 # of Students	2021/2022 # of Students
PK (3 yr. old)	35	71
PK (4 yr. old)	60	88
PK (5 yr. old)	1	0
K	95	89
1 st	118	115
2 nd	93	111
3 rd	123	102
4 th	115	124
5 th	124	111
6 th	110	121
TOTAL	874	930

F. Suspension Report:

SID#	Date	Incident	School	Location	Reported by	Resolution

VII. SUPERINTENDENT’S RECOMMENDATIONS

A. EDUCATION

Upon the recommendation of the Superintendent, a motion was made by Ms. Libak Fanz, seconded by Mr. DeNafo, and carried by unanimous roll call vote to approve items 1 through 7.

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. **Residency:**
a. To exclude student # 4942539626 due to residency issues
b. To exclude student # 3577221732 due to residency issues

4. **Out-of-District Professional Development:**
Approve the following professional development opportunities:

Name	Date Submitted	Date of Workshop	Location	Topic	Cost	Account #
Ginzberg, K.	02/02/2022	03/22/2022	North Brunswick, NJ	Teachers on the Farm	Free	N/A

5. **Special Education Extended School Year 2021-2022:**
Approve Extended School Year for the 2021-2022 school year as follows:

Grades	Dates	Hours	Location
PK-5	6/27/22-7/28/22 (M,T,W,Th)	9:00am-12:00pm	WES

6. **Special Education Compensatory Education Services 2021-2022:**
Approve Special Education Compensatory Education Services for the 2021-2022 school year as follows:

Grades	Dates	Hours	Location
PK-6	6/27/22-7/28/22 (M,T,W,Th)	9:00am-12:00pm	WES

7. **Title I Rtl Summer Tutoring Program 2021-2022:**
Approve Title I Rtl Summer Tutoring Program for the 2021-2022 school year to support the Title I students in English Language Arts and Mathematics as follows:

Grades	Dates	Hours	Location
PK-5	6/27/22-7/28/22 (M,T,W,Th)	9:00am-12:00pm	WES

B. PERSONNEL

A motion was made by Mr. De Vuyst, seconded by Mr. Pangia, and carried by unanimous roll call vote to approve items 1, 2,4,5,8,9, addendum #1 items 3,7,9,10,11,12, and addendum #2 items 13 and 14.

1. **Create / Abolish Certified Staff Positions:**
Approve the following abolished positions for the 2021-2022 school year:

Position	Location	Create/Abolish	UPC	FTE	Account Number
LLD Teacher	Atco	Abolish	30-40-S2 / abo	1.0	11-204-100-101-00-00-040
ICR Teacher (Kdg.)	TR	Create	30-45-S2 / aqi	1.0	11-213-100-101-00-00-060

2. **Create / Abolish Non-Certified Staff Positions:**
Approve the following created/abolished positions for the 2021-2022 school year:

Position	Location	Create/Abolish	UPC	FTE	Account Number
ICR Paraprofessional	WES	Abolish	20-50-S2 / afj	1.0	11-213-100-106-00-00-100
General Paraprofessional	WES	Create	20-50-I1 / aqk	1.0	11-190-100-106-00-00-100
General Paraprofessional	Atco	Create	20-40-I1 / aqj	1.0	11-190-100-106-00-00-040

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3. Substitutes for the 2021-2022 School Year

Approve the following substitutes pending receipt of required documents:

Name	Position	Rate
Gibbins, D.	Teacher	\$114.75 / per diem
	Custodian	16.00 / hourly
Jackson, T.	Custodian	16.00 / hourly
Messner, D.	Teacher	114.75 / per diem
Middleman, M.	Paraprofessional	96.00 / per diem
	Non-Instructional (Cafeteria)	15.00 / hourly
Papeika, E.	Teacher	114.75 / per diem
	Paraprofessional	96.00 / per diem
Parker, D.	Custodian	16.00 / hourly
Schiller, J.	Paraprofessional	96.00 / per diem
	Non-Instructional (Cafeteria)	15.00 / hourly

4. Leave of Absence:

Approve a leave of absence for the following staff member:

Staff Member	Location	Position	Dates
Deyhle, C.	TR	Non-Instr. Aide (Cafeteria)	1/24/22 – 2/28/22
Walczak, R.	WES	Custodian	1/26/22 – 2/14/22
Hickman, L.	TR	Teacher	3/04/22 – 4/22/22

5. Transfer of Certified Staff Member(s):

Approve the transfer of the following staff member:

Name	Current Position	Current Loc	Current UPC	New Position	New Loc	New UPC	Effective Date
Fieger, M.	LLD Teacher	TR	30-40-S2 / abo	ICR Teacher (kdg)	TR	30-45-S2 / aqi	9/01/21 (retroactive)

6. Transfer of Support Staff Member(s):

Approve the transfer of the following Support Staff Members:

Name	Current Position	Curr Loc	Current UPC	New Position	New Loc	New UPC	Effective Date
Atkins, L.	General Paraprofessional	WES	20-50-11 / anl	General Paraprofessional	Atco	20-40-11 / aqj	2/17/22
Curtiss, M.	Preschool Paraprofessional	TR	20-45-P2/ aes	Extraordinary Paraprofessional	TR	20-45-EX / aqd	1/03/22
Franchetti, L.	ICR Paraprofessional	WES	20-50-S2 / afj	General Paraprofessional	WES	20-50-11 / aqk	9/01/21 (retroactive)

7. Appointment of Support Staff for the 2021-2022 School Year

Approve the following staff member(s) pending receipt of required documents:

Name	Position	UPC	Account	Loc.	Step	Hourly Rate	Hours / Day	Day / Year	FTE
Farlow, H.	Paraprofessional	20-45-P2 / aoz	20-218-100-106-00-00-060	TR	1	16.00	6	185	1.0
Fiamingo, C.	Paraprofessional (Preschool)	20-45-P2 / aoy	20-218-100-106-00-00-060	TR	1	16.00	6	185	1.0
er, W.	Permanent Custodian Substitute	21-10-C3 / aqc	11-000-262-110-00-00-000	District	1	15.10 .38 (pm diff)	8	260	1.0

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8. WTEA Contracts:

- a. Approve a Sidebar Agreement to the Collective Negotiations Agreement between the Waterford Board of Education and the Waterford Education Association providing Covid days (See Attachment B-8-a).
- b. Approve a Sidebar Agreement to the Collective Negotiations Agreement between the Waterford Board of Education and the Waterford Education Association providing a nursing stipend (See Attachment B-8-b).

9. Field Experience Placement for Spring Semester for 2021-2022 School Year:

Approve the following student placement:

Name	College	Location	Grade	Teacher	Dates
Skare, Skylar	Camden County College	Atco	1	Raso	15 Hours between January-June 2022
Papeika, Erin	Western Governors University	WES	3	Scotti	2/22/22-5/16/22

10. Appointment of On-Call Employee

Approve the following On-Call Employee pending receipt of required documents:

Name	Position	Loc.	Step	Hourly Rate
Schiller, J.	Maintenance Mechanic	District	1	\$18.50 / hourly

11. Resignation of Support Staff Member:

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

Name	Location	Position	Effective Date
Papeika, E.	District	Permanent Substitute Teacher	2.25.22
Williams, A.	WES	Non-Instructional Aide (Café)	1.24.22

12. Appointment Interim Principal(s)

Please approve the following staff members to assume the Principal's responsibilities:

Name	Location	Effective Dates	Number of Days	Payment
Hickman, L.	TR	2.17.22 – 3.03.22	10	\$62.50/per diem
Leavey, S.	TR	3.04.22 -- 3.11.22	6	\$62.50/per diem

13. Appointment of Support Staff for the 2021-2022 School Year

Approve the following staff member(s) pending receipt of required documents:

Name	Position	UPC	Account	Loc.	Step	Hourly Rate	Hours / Day	Day / Year	FTE
Chavez, S.	General Paraprofessional	20-5011 / ani	11-190-100-106-00-00-100	WES	1	17.00	6	185	1.0

14. Salary Adjustment

Approve an increase in salary for James Weaver, Certified Educational Facilities Manager, to \$90,000 annually, effective February 17, 2022.

C. POLICY

A motion was made by Mr. DeNafo, seconded by Mr. Pangia, and carried by unanimous roll call vote to approve the following items.

1. Approve the following policy for the first reading:

- a. Policy #8561- Procurement Procedures for School Nutrition Programs
- b. Policy #1648.14- Safety Plan for Healthcare Settings in School Buildings- Covid-19

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2. Approve the following policy for the second reading:

3. Acknowledge receipt of the following regulations:

a. Regulation #6220- Budget Preparation

D. BUSINESS

A motion was made by Mr. Vitarelli, seconded by Mr. DeNafo, and carried by unanimous roll call vote to approve items 1, addendum item 2, and items 3 through 7.

1. 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 September 31, 2021, 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.

2. Financial Reports for the month of December 2021 (to be distributed):

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

3. Approval of Expenditures (as per attached):

Approve the payment of bills and claims:

- Bills List #1- \$ 1,826,929.88
- Bills List #2- \$ 63,604.03
- Bills List #3- \$ 26,118.37
- Nutri-Serve- \$ 46,853.21

4. Contracts

- a. A Joint Transportation Agreement with Greater Egg Harbor Regional School District to transport a student to a Private School for the Disabled from 11/19/21 through 6/30/22 at a cost of \$42,333.33.
- b. A Tuition Contract Agreement with West Deptford School District to educate a homeless kindergarten student #9720940762 at an annual cost of \$13,306 prorated.
- c. A Tuition Contract Agreement with West Deptford School District to educate a homeless first grade kindergarten student #7692011466 at an annual cost of \$17,037 prorated.
- d. A Special Education Tuition Contract Agreements with Hammonton School District and Elizabeth School District to educate a Resource Home 7th grade student #6673851675 at a cost of \$ 5,536.05.

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5. **Grants:**
 - a. To submit and accept a grant from Donorschoose.org for instructional supplies for self- contained classrooms for \$700.
 - b. To accept a School Security Grant from the State of New Jersey in the amount of \$38,750.
6. **Facilities:**
 - a. Resolution approving the submission of a New Jersey Department of Education Office of School Facilities Project Application, Amendment of the Long-Range Facilities Plan to include modular classrooms at Thomas Richards (See Attachment D-6-a).
7. **Budget:**
 - a. Approve the Schedule of Proposed Staffing for the 2022/2023 Budget (See Attachment D-7-a).

VIII. REPORTS

- A. **Legislation-** Ms. Hunter gave an oral report.
- B. **Camden County School Boards Association-** Ms. Libak Fanz stated no meeting.
- C. **New Jersey School Boards Association-** Mr. De Vuyst gave an oral report.
- D. **Camden County Educational Services Commission-** Ms. Hunter gave an oral report.
- E. **Hammonton-** Ms. Hunter gave an oral report.
- F. **Board President's Report-** Mr. Wilhelm gave an oral report.

IX. BOARD OF EDUCATION BUSINESS

- A. **OLD BUSINESS**

None
- B. **NEW BUSINESS**
 1. A motion was made by Mr. Vitarelli, seconded by Mr. Pangia to make masks optional on March 7, 2022, in accordance with Governor Murphy's order.

X. COMMENTS FROM MEMBERS OF THE PUBLIC ON GENERAL TOPICS

- A. A motion was made by Mr. Pangia, seconded by Ms. Hunter, and carried by unanimous voice consent to open the meeting to the public.
- B. A motion was made by Mr. McClintock, seconded by Mr. Pangia, and carried by unanimous voice consent to close the meeting to the public.

XI. MEETING ADJOURNMENT at 7:52 p.m.

A motion was made by Mr. Pangia, seconded by Ms. Hunter, and carried by unanimous voice consent to adjourn the meeting.

Respectfully Submitted,



**Daniel J. Fox
Assistant Superintendent for Business/Board Secretary**