

WATERFORD TOWNSHIP BOARD OF EDUCATION

**NOTICE OF MEETING: REGULAR BOARD MEETING – April 24, 2024
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. "DREAMS" Presentation- *Patrick Davidson*

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 March 20, 2024

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

- A. Monthly District Reports- 0
 - 1. Monthly Wellness Report
 - 2. Fire/Security Drill Log

B. Enrollment:

Grade	2022-2023 # of Students	2023-2024 # of Students
PK (3 yr. old)	73	54
PK (4 yr. old)	92	93
PK (5 yr. old)	0	1
K	104	106
1 st	97	108
2 nd	108	95
3 rd	114	106
4 th	110	114
5 th	132	113
6 th	114	133
Total:	944	923

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C. Suspension Report:

SID#	Date	Incident	School	Location	Reported by	Resolution
9916619169	3/11/24	Racial Slur	WES	Classroom	Student	• 2 Day Out of School Suspension
3655423830	3/11/24	Racial Slur	WES	Classroom	Student	• 2 Day Out of School Suspension
3431823441	3/19/24	Racial Slur	WES	Playground	Staff	• 2 Day Out of School Suspension
3286124475	3/12/24	HIB	WES	School	Staff	• 2 Day Out of School Suspension
3405160827	3/22/24	Fighting	WES	Soccer Field	Staff	• 1 Day Out of School Suspension
8691911633	3/22/24	Fighting	WES	Soccer Field	Staff	• 1 Day Out of School Suspension
1927306338	3/26/24	Physical Behavior/5 th Offense	WES	Cafeteria	Staff	• 1 Day Out of School Suspension
3680167427	4/8/24	HIB	WES	School	Staff	• 1 Day Out of School Suspension
1792012391	4/8/24	HIB	WES	School	Staff	• 1 Day Out of School Suspension
1132129907	4/10/24	Disruptive Behavior	WES	Bus	Staff	• 1 Day In School Suspension
2016037804	4/10/24	Fighting	WES	Bus	Staff	• 2 Day Out of School Suspension
4178734680	4/10/24	Fighting	WES	Bus	Staff	• 2 Day Out of School Suspension

VIII. SUPERINTENDENT'S RECOMMENDATIONS

Upon the recommendation of the Superintendent:

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

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
3000718234	3286124475	Classroom, Restroom, Playground	3/12/24	3/18/24	Yes	<ul style="list-style-type: none"> • 2 Day Out of School Suspension • Restorative Justice Assignment
3513255305	3680167427 1792012391	School Property	3/20/24	3//25/24	Yes	<ul style="list-style-type: none"> • 1 Day Out of School Suspension • Restorative Justice Assignment
3513255305	5652809889 9344390159 9629001046	School Property	3/20/24	3/25/24	Yes	<ul style="list-style-type: none"> • Administrative Detention • Restorative Justice Agreement

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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
96290011046	9735744984	Playground	2/27/24	3/11/24	No	<ul style="list-style-type: none"> • 1 Day Out of School Suspension • Restorative Circle w/Target • Loss of Kickball Privilege until 4/28/24

3. Approve the following policy for the first reading:

a. Policy #5111- Eligibility of Resident/Non-Resident Students

4. Approve the following policy for the second reading:

a. Policy# 5410- Promotion and Retention

5. Acknowledge receipt of the following regulations:

n/a

6. Disposal of Curriculum Materials:

Approve the disposal of curriculum materials that are 10 years or older. (See Attachment A-6).

7. Title I Summer Learning Academy Program 2023-2024 Revised:

Approve Title I Summer Learning Academy Program for the 2023-2024 school year to support students in English Language Arts and Mathematics as follows:

Grades	Dates	Hours	Location
PK-1	7/1/24-8/1/24 (M,T,W,Th, off 7/4/24)	9:20am-12:20pm	TR
2-5	7/1/24-8/1/24 (M,T,W,Th, off 7/4/24)	8:40am-11:40am	WES

8. Special Education Extended School Year 2023-2024 Revised:

Approve Extended School Year for the 2023-2024 school year as follows:

Grades	Dates	Hours	Location
PK-1	7/1/24-8/1/24 (M,T,W,Th, off 7/4/24)	9:20am-12:20pm	TR
2-6	7/1/24-8/1/24 (M,T,W,Th, off 7/4/24)	8:40am-11:40am	WES

9. Approve to un-enroll student # 1773967815 due to residence investigation.

10. Approve to un-enroll student # 1387084393 due to residence investigation.

11. Approve to un-enroll student # 8985326854 due to residence investigation.

B. PERSONNEL – *Michael McClintock/Ben De Vuyst/Jason Galante*

Upon the recommendation of the Superintendent:

1. Approve the Revised Principal/Supervisor Contracts for the 2023-2024 School Year:

Approve the Principal/Supervisor Contracts July 1, 2023 – February 29, 2024 and March 1, 2024- June 30, 2024. (See Attachment B-1).

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2. Retirement of Support Staff Member(s):

Approve the retirement of Lucille Principato, Non-Instructional Aide, with gratitude and appreciation for her 35 years of service, effective May 1, 2024.

3. Resignation of Certified Staff Member(s):

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

Name	Location	Position	UPC	Effective Date
Glatz, P.	WES	Teacher - BD	30-50-S3 / AZN	6/30/24
Scotti, M.	WES	Teacher	30-50-G3 / ACG	6/30/24

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

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

Name	Location	Position	UPC	Effective Date
Iulucci, C.	WES	HQ Paraprofessional	20-50-L1 / APA	6/30/24
McMichael, C.	District	Permanent Teacher Substitute	28-80-Pt / BAT	4/26/24

5. Leave-of-Absence Request:

Approve the request for a leave-of-absence for the following staff member:

Staff Member	Dates	Classification	Approve/Acknowledge
4751	8/27/24-6/18/25 (full school year)	Extended Leave	Approve
4392	4/18/14-6/30/24	FMLA	Acknowledge

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

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

Name	Substitute Position	Rate (Gr. 1-6)	Rate (Gr. PreK - K)
Cappuccio, L.	Teacher	\$125.15 / day	\$137.67 / day
McMichael, C.	Teacher Paraprofessional	\$125.15 / day 17.51 / hr	\$137.67 day 19.26 / hr
Purvis, S.	Teacher Paraprofessional	\$125.15 / day 17.51 / hr	\$137.67 / day 19.26 / hr
Troike, A.	Substitute Nurse	\$283.25 / day	\$283.25 / day
Walker, E.	Teacher	\$125.15 / day	\$137.67 / day
Wheelis, A.	Paraprofessional Non-Instructional Aide	\$17.51 / hr 16.48 / hr	\$19.26 / hr 18.13 / hr

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7. Transfer of Support Staff for the 2023-2024 School Year:

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

Name	Curr Assignment	Curr Loc	Curr UPC/ Account Number	New Assignment	Curr FTE	New Loc	New UPC/ Account Number	New FTE	Eff. Date
Frazier, K.	Paraprofessional	TR	20-45-P2/AZW 11-000-217-106- 00-00-060	Paraprofessional	.58	TR	20-45-PD/AHX 11-216-100-106-00- 00-060	.67	4/22/24

8. Approval of Job Description:

Approve the job description of the Summer Attendance-Completion Coordinator.
(See Attachment B-8).

9. Abolish Non-Certified Staff Positions:

Approve the request to abolish non-certified staff positions:

Position	Location	UPC	FTE	Account Number	Create/Abolish	Effective Date
Paraprofessional	WES	20-50-EX / AQN	1.0	11-000-217-106-00-00-100	Abolish	4.01.24
Paraprofessional	WES	20-50-EX / AKZ	1.0	11-000-217-106-00-00-100	Abolish	6.30.24
Paraprofessional	WES	20-50-EX / BAL	1.0	11-000-217-106-00-00-100	Abolish	6.30.24
Paraprofessional	WES	20-50-EX / AKX	1.0	11-000-217-106-00-00-100	Abolish	6.30.24
Paraprofessional	TR	20-45-P2 / AZW	.58	11-000-217-106-00-00-060	Abolish	4.22.24
Paraprofessional	TR	20-45-EX / BAX	.67	11-000-217-106-00-00-060	Create	4.22.24

10. Perfect Attendance Award -- March 2024:

Acknowledge and congratulate the recipient of March's Perfect Attendance Award, Belinda Saunders. Mrs. Saunders is a Permanent Paraprofessional Substitute and works with students in all three of the schools in our district. Mrs. Saunders will be receiving a \$50.00 Amazon gift card as our attendance winner this month.

11. Renewal of Certified Staff Members for the 2024-2025 School Year:

Approve Renewal Recommendations for the 2024-2025 school year of certified staff members.
(See Attachment B-11).

12. Summer Learning Academy 2024 Curriculum Writing:

Approve the certified staff members for records for instructional planning for the 2023-2024 Extended School Year Program. (See Attachment B-12).

13. Title I Summer Learning Academy Program 2023-2024:

Approve Title I Summer Learning Academy Program for the 2023-2024 school year to support students in English Language Arts and Mathematics as follows:

Grades	Dates	Hours	Location
PK-1	7/1/24-8/1/24 (M,T,W,Th, off 7/4/24)	9:20am-12:20pm	TR
2-5	7/1/24-8/1/24 (M,T,W,Th, off 7/4/24)	8:40am-11:40am	WES

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14. **Special Education Extended School Year 2023-2024:**
 Approve Extended School Year for the 2023-2024 school year as follows:

Grades	Dates	Hours	Location
PK-1	7/1/24-8/1/24 (M,T,W,Th, off 7/4/24)	9:20am-12:20pm	TR
2-6	7/1/24-8/1/24 (M,T,W,Th, off 7/4/24)	8:40am-11:40am	WES

15. **Special Education Extended School Year (ESY) 2023-2024 Staff:**
 Approve the certified and support staff members to provide ESY services to students.
 (See Attachment B-15).
16. **Approve the following policy for the first reading:**
 n/a
17. **Approve the following policy for the second reading:**
 n/a
18. **Acknowledge receipt of the following regulations:**
 n/a

C. BUSINESS – Dan Hoover/Tom Leach/Jason Galante
Upon the recommendation of the Superintendent:

1. **Board Secretary’s Certifications for the month February 2024 (See Attachment C-1):**

In accordance with 18A:17-9 for the month of February 2024, the Cash Reconciliation Report and the Board Secretary’s report are in agreement. In accordance with 18A:17-9 for the month of February 2024, 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.

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 January 2024 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 February 2024 (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. N/A

5. **Approval of Expenditures (as per attached):**

Approve the payment of bills and claims:

- Bills List #1- \$1,903,800.15
- Bills List #2- \$47,270.06
- Bills List #3- \$34,750.37

6. **Tuition Contracts for the 2023-2024 School Year:**

Approve the tuition contracts for the 2023-2024 school year:

SID #	School	From	To	Amount	Send/Receive	Attachment
6798681832	Folsom	9/1/24	6/30/25	\$38,887	Receive	N/A

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7. Contracts:

- a. Resolution approving a Board of Education Architect of Record. (See Attachment C-7-a).
- b. Approve a revised contract with New Jersey Tutoring Corps Inc. to provide 13 tutors and 2 dual role Site Coordinator/Instructional coaches for the Title I Summer Learning Academy Program for grades K-5 in the amount of \$68,242 to be funded with federal Title I and High Impact Tutoring Funds.

8. Budget:

- a. Resolution to approve the 2023-2024 School District Budget. (See Attachment C-8-b).

9. Facilities:

10. Transportation:

- a. Approve a Joint Transportation Agreement for the 2023-2024 school year with Union Township Board of Education in the amount of \$3,093.50. (See Attachment C-10-a).

11. Out of District Professional Development:

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

Name	Date Submitted	Date of Workshop	Location	Topic	Cost	Account #
Kondas, H.	04/08/2024	05/09/2024	New Brunswick, NJ	NJ PBSIS Leadership Forum	\$29.00	11-000-223-580-58-01-040
Richardson, C.	04/08/2024	05/21/2024 05/22/2024	Atlantic City, NJ	School Climate & Anti-Bullying	\$299.00	11-000-223-580-58-06-100
Kin-Leavey, S.	04/11/2024	05/09/2024	West Windsor, NJ	NJ PBSIS Leadership Forum	\$29.00	11-000-223-580-58-01-040
Leach, C.	04/11/2024	05/09/2024	West Windsor, NJ	NJ PBSIS Leadership Forum	\$29.00	11-000-223-580-58-01-040

12. Finance-Related Policies:

- a. Approve the following policies for the first reading:
n/a
- b. Approve the following policies for the second reading:
n/a
- c. Acknowledge receipt of the following regulations:
n/a

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 :
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

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- d. **Camden County Educational Services Commission-** Ben De Vuyst/Jason 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 _____