

**WATERFORD TOWNSHIP BOARD OF EDUCATION
REGULAR BOARD MEETING MINUTES – March 20, 2024
WATERFORD ELEMENTARY SCHOOL**

I. MEETING CALLED TO ORDER 7:03 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 on the district website, wtsd.org.

A. ROLL CALL OF ATTENDANCE

Members Present: Matthew DeNafo, Benjamin De Vuyst, Jason Galante, Daniel Hoover, Rosemarie Hunter, Thomas Leach, Barbara Libak Fanz, Ehren O'Donnell

Members absent: Michael McClintock

Others present: Dr. Michael A. Nolan, 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 Ms. Libak Fanz, seconded by Mr. Galante, and carried by unanimous voice consent to approve the amendment to the agenda.

C. FLAG SALUTE

Mr. DeNafo led the Pledge of Allegiance.

D. MISSION STATEMENT

Mr. Hoover read the Mission Statement.

E. STATEMENT TO THE PUBLIC

Mr. DeNafo read the statement to the public.

II. COMMITTEE REPORTS

A. EDUCATION - Mr. O'Donnell gave an oral report.

B. PERSONNEL - Mr. De Vuyst gave an oral report.

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

III. PRESENTATIONS

A. SSDS-Report Period 1/September 2023-December 2023- Heather Kondas

B. Code of Ethics-Howard Long

C. 2024-2025 Budget Presentation- Dr. Nolan/Dan Fox

D. Students of the 2nd Trimester-

1. Kindergarten- Logan Simoni- Ms. Allen
2. Grade 1- Cecelia McDermott- Ms. Gallagher/Ms. Wallen
3. Grade 2- Benjamin Ruble- Ms. Griffin
4. Grade 3- Serenity Black- Ms. Dimitratos
5. Grade 4- Mackenzie Wister- Ms. Oriente
6. Grade 5- Grace Brzdek- Ms. Young/Ms, Sweeney
7. Grade 6- Wyatt Pace- Ms. King/Mr. Vitarelli

E. Employee/Substitute of the 2nd Trimester-

1. Employee- Roxanne Simpson
2. Substitute- Brittany DePasquale

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IV. COMMENTS FROM THE PUBLIC ON AGENDA ITEMS ONLY

- A.** A motion was made by Mr. De Vuyst, seconded by Mr. Galante, and carried by unanimous voice consent to open the meeting to the public.
- B.** A motion was made by Ms. Libak Fanz, seconded by Ms. Hunter, and carried by unanimous voice consent to close the meeting to the public.

V. MINUTES

A motion was made by Mr. O'Donnell, seconded by Mr. Galante, and carried by unanimous voice consent to approve the minutes for the following meeting as submitted by the Assistant Superintendent for Business/Board Secretary:

- A.** Board Meeting February 21, 2024
B. Closed Session February 21, 2024

VI. SUPERINTENDENT'S REPORT

A motion was made by Ms. Libak-Fanz, seconded by Mr. De Vuyst, and carried by a unanimous roll call vote to approve the following items.

A. Monthly District Reports-

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

B. Enrollment:

Grade	2022-2023 # of Students	2023-2024 # of Students
PK (3 yr. old)	72	54
PK (4 yr. old)	93	94
PK (5 yr. old)	0	1
K	104	107
1 st	97	108
2 nd	108	95
3 rd	114	106
4 th	111	114
5 th	132	112
6 th	114	133
Total:	930	924

C. Suspension Report:

SID#	Date	Incident	School	Location	Reported by	Resolution
4178734680	3/5/24, 3/7/24	Sexual Harassment/Inappropriate Comment to Adult or Student	WES	Classroom	Staff	● 1 Day Out of School Suspension
8013574628	3/6/24	Physical Behavior	WES	Classroom	Staff	● 1 Day In-School Suspension
5134224110	3/7/24- 3/8/24	Endangering the Safety of Others	Atco	Classroom	Principal	● 2 Day Out of School Suspension
9735744984	3/12/24	Racial Slur	WES	Playground	Staff	● 1 Day Out of School Suspension

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VII. SUPERINTENDENT’S RECOMMENDATIONS

A. EDUCATION

Upon the recommendation of the Superintendent, a motion was made by Ms. Libak-Fanz, seconded by Mr. De Vuyst and carried by a 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
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

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
3105265661	4812841097	WES	1/25/24	1/18/24	No	<ul style="list-style-type: none"> • After School Detention
5248263218	3353554286	WES	2/16/24	2/8/24	No	<ul style="list-style-type: none"> • Restorative Circle Assignment

3. Approve the following policy for the first reading:

a. Policy# 5410- Promotion and Retention

4. Approve the following policy for the second reading:

n/a

5. Acknowledge receipt of the following regulations:

a. Regulation# 5410- Promotion and Retention

6. Revised School Calendar 2023-2024:

Approve the revised school calendar for the 2023-2024 school year. (See Attachment A-6).

7. Home and School Fundraiser for the 2023-2024 School Year:

Approve the Home and School Fundraiser with Palladino’s Market for the 2023-2024 school year. (See Attachment A-7).

B. PERSONNEL

A motion was made by Mr. Leach, seconded by Mr. Galante, and carried by a roll call vote to ratify the Resolution on invoking the Doctrine of Necessity.

Upon the recommendation of the Superintendent, a motion was made by Mr. De Vuyst, seconded by Mr. Hoover, and carried by a roll call vote to approve items 1-11 and addendum item 12. (Ms. Libak-Fanz, Mr. Leach & Mr. DeNafo abstained.)

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1. 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 documents:

Name	Assignment	UPC	Loc	Step	Rate / Hour	Hours / Day	Days / Year	FTE
Faunt, L.	Permanent Paraprofessional Substitute	23-80-PP / BAN	Dist	1	16.44	6	185	1.0
Harrell, L.	Paraprofessional HQ - PreK	20-45-P2 / AEW	TR	1	17.65	6	185	1.0
Major, L.	Non-Instructional (Café) Aide	20-50-NA / AZQ	WES	1	15.69	4	185	.67

2. Resignation of Support Staff Member(s):

Approve the resignation of the following staff members:

Name	Location	Assignment	Effective Date
Franchetti, L.	WES	Paraprofessional	4.07.24
Toussaint, J.	TR	Non-Instructional Aide (Cafeteria)	3.01.24

3. Leave-of-Absence:

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

Staff Member	Dates	Classification
4087	3.01.24 – 4.29.24	Extended Leave (approve)
4834	5.18.24 – 12.11.24	FMLA / NJFLA (acknowledge)

4. 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)
Giandomenico, T.	Teacher Paraprofessional	\$125.15 / day 17.51 / hr	\$137.67 / day 19.26 / hr
Toussaint, J.	Paraprofessional Non-Instructional (Cafeteria) Aide	\$17.51 / hr 16.48 / hr	\$19.26 / hr 18.13 / hr
Iocono, S.	Paraprofessional Non-Instructional (Cafeteria) Aide	\$17.51 / hr 16.48 / hr	\$19.26 / hr 18.13 / hr

5. Create / Abolish Non-Certified Staff Positions:

Approve the created non-certified staff positions for the remainder of the 2023-2024 school year:

Position	Location	UPC	FTE	Account Number	Create/Abolish
Paraprofessional	WES	20-50-EX / AIB	1.0	11-000-217-106-00-00-100	Abolish
Paraprofessional	WES	20-50-L1 / BAK	.67	11-213-100-106-00-00-100	Create
Paraprofessional	WES	20-50-EX / BAL	1.0	11-000-217-106-00-00-100	Create

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6. 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	Current UPC / Account Number	New Assignment	New Loc	New UPC / Account Number	Effective Date
Hoechst, B.	Paraprofessional	TR	20-45-PD / AOD 11-000-217-106-00-00-060	Paraprofessional	TR	20-45-PD / AHX 11-216-100-106-00-00-060	3.25.24
Gaston, K.	Paraprofessional	WES	20-50-EX / AIB 11-000-217-106-00-00-100	Paraprofessional	WES	20-50-EX / BAL 11-000-217-106-00-00-100	2.26.24
Grochal, L.	Paraprofessional	TR	20-45-EX / ARF 11-000-217-106-00-00-060	Paraprofessional	TR	20-45-L1 / AIC 11-190-100-106-00-00-060	3.01.24
Peterson, S.	Paraprofessional	TR	20-45-L1 / AIC 11-190-100-106-00-00-060	Paraprofessional	TR	20-45-EX / ARF 11-000-217-106-00-00-060	3.01.24
Renzulli, A.	Permanent Paraprofessional Substitute	District	23-80-PP / BAO 11-190-100-106-00-00-000	Paraprofessional	TR	20-45-PD / AOD 11-000-217-106-00-00-060	3.25.24

7. Perfect Attendance Award -- FEBRUARY 2024:

Acknowledge and congratulate the recipient of February's Perfect Attendance Award, Christy Marzili. She currently works at our Atco Elementary School working with students in her role as a Paraprofessional. Ms. Marzili will be receiving a \$50.00 Amazon gift card as this month's winner!!

8. Memorandum of Agreement between Waterford Township Board of Education and Waterford Township Principals and Supervisors Association:

Approve the Memorandum of Agreement between Waterford Township Board of Education and Waterford Township Principals and Supervisors Association for 2024-2027. (See Attachment B-8).

9. Approve the following policy for the first reading:

n/a

10. Approve the following policy for the second reading:

n/a

11. Acknowledge receipt of the following regulations:

- a. Regulation #: 3285- Cooperation with Investigations- Teaching Staff Members
- b. Regulation #: 4285- Cooperation with Investigations- Support Staff Members

12. Resignation of Certified Staff Member

Approve the resignation of Megan Scotti, Elementary Education Teacher. Ms. Scotti's resignation will take effect May 17, 2024.

C. BUSINESS

Upon the recommendation of the Superintendent, a motion was made by Mr. Leach, seconded by Ms. Hunter, and carried by a roll call vote to approve items 1 through 7 addendum item 8, item 9, 10 & 11 and addendum item 12. (Ms. Libak Fanz, Mr. Leach and Mr. DeNafo abstained items 1 through 12.)

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1. Board Secretary's Certifications for the month December 2023 (See Attachment C-1):

In accordance with 18A:17-9 for the month of December 2023, the Cash Reconciliation Report and the Board Secretary's report are in agreement. In accordance with 18A:17-9 for the month of December 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.

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 December 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.

3. Financial Reports for the month December 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.
N/A

4. Financial Reports for the month January 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- \$ 1,691,869.33
- Bills List #2- \$ 58,494.44

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
6646697815	Brookfield Academy	2/27/24	6/30/24	\$33,420.62	Send	N/A

7. Contracts:

- a. A contract with Archway Programs, Inc. to provide a school-age childcare program for the summer of 2024. (See Attachment C-7-a).
- b. A Software Support Renewal Agreement with Computer Solutions, Inc. for fiscal year 2025 at a cost of \$\$21,552.
- c. A Tuition Contract Agreement with Hammonton Board of Education for educational services for grades 7 & 8 for the 2024/2025 school year at a net cost of 3,351,744.
- d. A Tuition Contract Agreement with Hammonton Board of Education for educational services for grades 9 - 12 students for the 2024/2025 school year at a net cost of 6,736,243.
- e. A Special Education Tuition Contract Agreement with Hammonton Board of Education for educational services for educationally handicapped students for the 2024/2025 school year at a net cost of \$628,928.

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8. Budget:

- a. To write off as uncollectible health benefits cost from former employee #4198, \$824.50.
- b. Revised Resolution to tentatively approve the 2024-2025 school district budget for submission to the Executive County Superintendent of schools. (See attachment C-8-b).
- c. Approve the 2024-2025 Preschool Expansion Aid District Planning and Enrollment Workbook and Budget Narrative. (See Attachment C-8-c).

9. Facilities:

- a. To amend the Long Range Facility Plan. (See Attachment C-9-a).

10. 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 #
Fox, D.	02/15/2024	06/05/2024 06/06/2024 06/07/2024	Atlantic City, NJ	2024 NJASBO Annual Conference	\$250.00	11-000-251-592-58-25-000

11. 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

12. 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
2016037804	North Brunswick	1/26/24	6/30/24	\$7,786.88	Receive	N/A
7808314893	Vineland Public Schools	2/6/24	6/30/24	\$6,584.16	Send	N/A
7829207242	Vineland Public Schools	2/6/24	6/30/24	\$6,584.16	Send	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-** Mr. Leach gave an oral report.
- B. **Camden County School Boards Association-** Mr. O'Donnell said there was no meeting.
- C. **New Jersey School Boards Association-** Mr. Hoover said nothing to report.
- D. **Camden County Educational Services Commission-** Mr. De Vuyst said meeting upcoming.
- E. **Hammonton-** Ms. Hunter gave an oral report.
- F. **Board President's Report-** Mr. DeNafo gave an oral report.

IX. BOARD OF EDUCATION BUSINESS

- A. **OLD BUSINESS-** None
- B. **NEW BUSINESS-**None

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X. COMMENTS FROM MEMBERS OF THE PUBLIC ON GENERAL TOPICS

A. A motion was made by Mr. O'Donnell, seconded by Mr. De Vuyst, and carried by unanimous voice consent to open the meeting to the public.
none

B. A motion was made by Mr. Galante, seconded by Ms. Libak Fanz, and carried by unanimous voice consent to close the meeting to the public.

XI. MEETING ADJOURNMENT at 9:05 p.m.

A motion was made by Mr. Leach, seconded by Ms. Libak Fanz and carried by unanimous voice consent to adjourn the meeting.

Respectfully Submitted,



Daniel J. Fox

Assistant Superintendent for Business/Board Secretary