

**WATERFORD TOWNSHIP BOARD OF EDUCATION
REGULAR BOARD MEETING MINUTES – April 24, 2024
WATERFORD ELEMENTARY SCHOOL**



I. MEETING CALLED TO ORDER 6:00 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, Daniel Hoover, Rosemarie Hunter, Thomas Leach, Barbara Libak Fanz, Michael McClintock

Members absent: Jason Galante, Ehren O'Donnell

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. Hunter, seconded by Mr. De Vuyst and carried by unanimous voice consent to approve the amendment to the agenda.

C. MOTION TO APPROVE THE RETURN TO OPEN SESSION

A motion was made by, Ms. Libak Fanz, seconded by Mr. De Vuyst, and carried by unanimous voice consent to return to open session at 7:07 p.m.

D. FLAG SALUTE

Mr. DeNafo led the Pledge of Allegiance.

E. MISSION STATEMENT

Ms. Libak Fanz read the Mission Statement.

F. STATEMENT TO THE PUBLIC

Mr. DeNafo read the 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. Hoover gave an oral report.

III. PRESENTATIONS

A. "DREAMS" Presentation- Patrick Davidson

B. Public Hearing Budget

IV. COMMENTS FROM THE PUBLIC ON AGENDA ITEMS ONLY

A. A motion was made by Ms. Hunter. seconded by Ms. Libak Fanz, and carried by unanimous voice consent to open the meeting to the public.

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

V. MINUTES

A motion was made by Ms. Libak Fanz, seconded by Ms. Hunter, and carried by unanimous voice consent to approve the minutes for the following meeting as submitted by the Assistant Superintendent for Business/Board Secretary: Mr. McClintock abstained.

A. Board Meeting March 20, 2024

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VI. SUPERINTENDENT'S REPORT

A motion was made by Mr. De Vuyst, seconded by Ms. Hunter, 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)	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

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

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VIII. SUPERINTENDENT’S RECOMMENDATIONS

A. EDUCATION

Upon the recommendation of the Superintendent, a motion was made by Ms. Libak-Fanz, seconded by Mr. Mc Clintock, and carried by a roll call vote to approve the items 1 through 8 and 10 & 11. Item 9 was not approved.

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

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

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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

A motion was made by Ms. Libak Fanz, seconded by Mr. De Vuyst, and carried by a roll call vote to ratify the Resolution on invoking the Doctrine of Necessity for item 11 & 19.

Upon the recommendation of the Superintendent, a motion was made by Mr. De Vuyst, seconded by Ms. Hunter, and carried by a roll call vote to approve items 1 through 6, addendum item 7, item 8, addendum item 9, items 10 & 11, addendum item 12, delete items 13 & 14, approve items 15 through 18, and addendum items 19 through 22. (Ms. Libak Fanz and Mr. DeNafo abstained from item 1, and Mr. Leach abstained from item 1 & 20.)

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).

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

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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

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	Current UPC / Account Number	New Assignment	Curr FTE	New Loc	New UPC / Account Number
Frazier, K.	Paraprofessional	TR	20-45-P2 / AZW 11-000-217-106- 00-00-060	Paraprofessional	.58	WES	20-50-L1 / BAK 11-213-100-106- 00-00-100

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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	1.0	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. District 2024-2025 Curriculum Revisions:

Approve the following certified staff to write revisions for the curriculum content areas necessary to meet New Jersey Student Learning Standards for the 2024-2025 school year: (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

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

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- 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
- 19. **Renewal of Principals and Supervisors for the 2024-2025 School Year:**
Approve the renewal of Principals and Supervisors for the 2024-2025 school year. (See Attachment B-19).
- 20. **Summer 2024 Student Screening:**
Approve the following certified staff members for new students:

Name	Rate	Account Number
Brown, C.	18 hrs. @ \$55.00 = \$990	11-000-218-104-01-02-000
Campanella, M.	18 hrs. @ \$55.00 = \$990	11-000-218-104-01-02-000
Leach	18 hrs. @ \$55.00 = \$990	11-000-218-104-01-02-000
Raso	18 hrs. @ \$55.00 = \$990	11-000-218-104-01-02-000

- 21. **Summer Attendance-Completion Coordinator:**
Approve Candice Michelini as the Summer Attendance-Completion Coordinator and the stipend amount of \$3500.
- 22. **Special Education Extended School Year (ESY) & Title I Learning Academy 2023-2024 Staff:**
Approve the certified and support staff members to provide ESY services to students. (See Attachment B-22).

C. BUSINESS

Upon the recommendation of the Superintendent, a motion was made by Mr. Leach, seconded by Mr. De Vuyst, and carried by a roll call vote to approve items 1 through 12 (agenda missing #4- renumbered to correct). (Mr. Leach abstained from item 1.)

- 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

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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

4. **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

5. **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

6. **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.

7. **Budget:**

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

8. **Facilities:**

9. **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).

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 #
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

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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

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

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-** No report.
- C. **New Jersey School Boards Association-** No report.
- D. **Camden County Educational Services Commission-** No report.
- 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

X. COMMENTS FROM MEMBERS OF THE PUBLIC ON GENERAL TOPICS

- A. A motion was made by Mr. Mc Clintock, seconded by Ms. Libak Fanz, and carried by unanimous voice consent to open the meeting to the public.

none
- B. A motion was made by Mr. Leach, seconded by Ms. Libak Fanz, and carried by unanimous voice consent to close the meeting to the public.

XI. MEETING ADJOURNMENT at 8:23 p.m.

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

Respectfully Submitted,



Daniel J. Fox

Assistant Superintendent for Business/Board Secretary