

WATERFORD TOWNSHIP BOARD OF EDUCATION

**NOTICE OF MEETING: REGULAR BOARD MEETING – May 22, 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- Thomas Leach

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.

WATERFORD TOWNSHIP BOARD OF EDUCATION

May 22, 2024

II. COMMITTEE REPORTS

- A. EDUCATION**
- B. PERSONNEL**
- C. BUSINESS**

III. PRESENTATIONS

- A. Math Implementation Update & WES Highlights- *Christine Manna***
- B. Recognition of the Retirement of Hammonton’s Superintendent, Ms. Robin Chieco- *Dr. Nolan***
- C. Introduction of Hammonton’s New Superintendent, Mr. Thomas Ramsey- *Dr. Nolan***

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** April 24, 2024
- B. Closed Session** April 24, 2024

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

- 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	105
1 st	97	109
2 nd	108	94
3 rd	114	106
4 th	110	114
5 th	132	113
6 th	114	133
Total:	944	922

WATERFORD TOWNSHIP BOARD OF EDUCATION
May 22, 2024

C. Suspension Report:

SID#	Date	Incident	School	Location	Reported by	Resolution
6736990790	4/17/24	Fighting	WES	Cafeteria	Office Thackston	• 2 Day Out of School Suspension
6769391051	4/17/24	Fighting	WES	Cafeteria	Office Thackston	• 2 Day Out of School Suspension
5769414095	4/17/24	Fighting	WES	Cafeteria	Office Thackston	• 2 Day Out of School Suspension
8013574628	4/23/24	Fighting	WES	Playground	Staff Member	• 3 Day Out of School Suspension
7443610546	4/23/24	Fighting	WES	Playground	Staff Member	• 2 Day Out of School Suspension
4178734680	4/29/24	Inappropriate Language/Conduct	WES	Classroom	Staff Member	• 1 Day Out of School Suspension
2016037804	5/2/24	Gross Disrespect	WES	Corridors	Administrator	• 3 Day Out of School Suspension
2016037804	5/7/24	Gross Disrespect	WES	Classroom	Staff Member	• 1 Day Out of School Suspension
4178734680	5/8/24	Racial Slur	WES	Cafeteria	Staff Member	• 2 Day Out of School Suspension
8257282938	5/8/24	Racial Slur	WES	Bathroom	Staff Member	• 1 Day Out of School Suspension

VII. REORGANIZATION

Upon the recommendation of the Superintendent:

A. Professional Appointments for 2024/2025:

Name	Specialization	Cost	Basis	Attachment #
CCESC	General Services Contract	NA	NA	VII-A-1
Wade, Long, Wood & Long, LLC	Solicitor	\$160	Hourly	VII-A-2
Wade, Long, Wood & Long, LLC	Negotiator	\$160	Hourly	VII-A-3

B. Petty Cash Funds:

Approve the following petty cash funds for the 2024-2025 school year:

Name	Authorized Amount	Maximum Expenditure
Daniel J. Fox*	\$1,500.00*	\$500.00
Michael A. Nolan (Superintendent)	\$250.00	75.00
Christine Manna	\$350.00	75.00
Heather Kondas	250.00	75.00
Patrick Davidson	250.00	75.00
Amanda Magenta	250.00	75.00
James Weaver	\$1,500.00*	\$500.00
Mick Bodine	\$1,000.00*	\$500.00

(* Checking Account)

C. Authorized Depositories:

Approve the following as authorized depositories for the 2024-2025 school year:

1. Republic Bank
2. NJ Cash Management Fund
3. Other banks as needed for CDs to be given to the highest bidder

D. Bid and Quote Threshold:

Resolve to establish the bid and quote threshold as attached. (See Attachment VII-D).

E. Authorize the superintendent to approve the payment of the bills between board meetings:

Any bills paid in this manner shall be presented to the board for ratification at its next regular board meeting.

WATERFORD TOWNSHIP BOARD OF EDUCATION
May 22, 2024

F. Tax Requisition:

Approve the Tax Requisition pursuant to R.S. 54:4-75 as attached (See Attachment VII-F).

G. Annual Tuition Rates for 2024-2025 School Year:

Approve the annual tuition rates for the 2024-2025 school year as follows:

Preschool	\$15,231
Kindergarten	12,847
Grades 1-5	14,718
Grade 6	14,589
LLD	38,887
Emotionally Impaired	40,000
Preschool Disabilities	43,823
Multiple Disabilities	42,484

H. Substitutes Rates for 2024-2025:

Approve the substitute rates for the 2024-2025 school year as listed:

Certified Positions:

# of Consecutive Days	Sub Nurse	County Sub Cert	County Sub Cert	TOSD	CE/CEAS/Standard (within subject)	CE/CEAS/Standard (within subject)
		Grades 1-6	PreK/K		Grades 1-6	Prek/k
1-20	\$293.16	\$129.53	142.49	NA	\$138.59	152.45
21-40	\$319.82	\$138.59	152.45	186.56	\$154.58	170.04
41-60	\$334.75	N/A		213.21	\$186.56	205.22

Non-certified Positions:

Type	Gr. 1-6	PreK/K
Non-Instructional Aides	\$17.06	18.76
Instructional Paraprofessionals	\$18.12	19.93
Mechanics	\$20.25	20.25
Secretarial	\$18.12	18.12
Custodians	\$19.19	19.19

I. Official Newspapers for the Waterford Township School District:

Approve the Courier Post and Central Record as the official newspapers for the district.

WATERFORD TOWNSHIP BOARD OF EDUCATION
May 22, 2024

J. Professional Roles for the 2024-2025 School Year:

Approve professional roles as listed below:

Position	Name
Board Secretary	Daniel J. Fox
Investment Officer	Daniel J. Fox
Public Agency Compliance Officer	Daniel J. Fox
Purchasing Agent	Daniel J. Fox
Custodian of Records	Daniel J. Fox
Homeless Liaison	Michael A. Nolan
Educational Stability Coordinator	Michael A. Nolan
Integrated Pest Management Coordinator – District	James Weaver
Integrated Pest Management Coordinator Atco	Heather Kondas
Integrated Pest Management Coordinator TR	Patrick Davidson
Integrated Pest Management Coordinator - WES	Christine Manna
PEOSHA Officer/ Coordinator	James Weaver
Indoor Air Quality Designee	James Weaver
Right-to-Know Officer	James Weaver
Asbestos Designated Person	James Weaver
Affirmative Action Officer	Daniel J. Fox
School Safety Specialist	Michael A. Nolan
Anti-Bullying Specialist	Gabrielle Holwell Ryan Ciavaglia Amelia Wise
Anti-Bullying Coordinator	Heather Kondas
504 Coordinator	Amanda Magenta
District Wellness Sustainability Administrator	Heather Kondas
Chief Privacy Officer	Ed Leypoldt
Chief Information Security Officer	Ed Leypoldt

K. Authorize private schools for the disabled not to charge students for reduced and/or paid meals provided as part of their educational program in compliance with the N.J. Department of Agriculture's Child Nutrition Program Regulations. This shall be in effect from July 1, 2024 through June 30, 2025.

L. Approve the following Board of Education meeting dates for the 2023-2024 school year:

2024 Meeting Dates	2025 Meeting Dates
July 17, 2024**	January 15, 2025
August 21, 2024	February 19, 2025
September 18, 2024	March 19, 2025
October 16, 2024	April 30, 2025*
November 20, 2023	May 21, 2025
December 18, 2023	June 18, 2025

(* Public Hearing on Budget)

(** If necessary)

M. Pursuant to PL 2015, Chapter 47, the Waterford Township Board of Education intends to renew, award or permit to expire the following contracts previously awarded by the board of education. These contracts are, have been, and will continue to be in full compliance with all state and federal statutes and regulations; in particular, New Jersey Title 18A:18 et...seq., NJAC Chapter 6A:23A, and Federal Procurement Regulations 2CFR Part 200.317 et. seq. (See Attachment VII-M).

WATERFORD TOWNSHIP BOARD OF EDUCATION

May 22, 2024

N. Approve the charges for the Use of Facilities for the 2024/2025 school year:

Room Type	Rate
Gymnasium - WES	\$75 per hour
Cafeteria - WES	\$50 per hour
Kitchen	\$25.00 per hour
Media Center	\$50 per hour
Classroom	\$10 per hour
Custodial /Food Service Worker Time	\$150 up to 4 hours
Custodial /Food Service Worker Time	\$37.50 per hour

O. **Approve the following cooperative purchasing agreements:**

1. Camden County Educational Services Commission
2. Hunterdon County Educational Services Commission
3. Educational Services Commission of NJ
4. Educational Services Commission of Morris County (Educational Data Services)

P. Approve the Organizational Chart for the 2024-2025 School Year. (See Attachment VII-P).

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
3935904413	8612179538	WES	4/12/24	4/19/24	No	<ul style="list-style-type: none"> • N/A
1792012391	6678700991	WES	4/12/24	4/25/24	No	<ul style="list-style-type: none"> • Administrative Detention • Restorative Justice Assignment
6678700991	5769414095	WES	4/17/24	4/29/24	No	<ul style="list-style-type: none"> • Recess Detention • Restorative Justice Circle
5769414095	6678700991	WES	4/17/24	4/29/24	No	<ul style="list-style-type: none"> • Recess Detention • Restorative Justice Circle

WATERFORD TOWNSHIP BOARD OF EDUCATION
May 22, 2024

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
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

3. Approve the following policy for the first reading:

a.

4. Approve the following policy for the second reading:

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

5. Acknowledge receipt of the following regulations:

n/a

6. To rescind action item from 4/24/2024 un-enrolling student #1773967815.

7. Title I School Parent Compact and District-Wide School Parent and Family Engagement Policies:

Approve the attached Title I School Parent Compact 2024-2025, and re-approve the attached Title I District-Wide (2415.04) and School (2415.50) Parent and Family Engagement Policies for the purpose of submitting the FY2025 ESEA-ESSA Consolidated Grant Application. (See Attachment A-7).

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

Approve the Home and School Fundraiser with Willow Moon Candles for the 2023-2024 school year. (See Attachment A-8).

9. To approve Dr. Nolan to mentor Michelle Biggs, TR Preschool Instructional Coach, through Montclair University to accumulate 150 hours for her Administrator certification.

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

Upon the recommendation of the Superintendent:

1. Renewal Support Staff Members for the 2024-2025 School Year:

Approve renewal recommendations for the 2024-2025 school year for Support Staff Members. (See Attachment B-1).

2. Renewal/Approval of On-Call Staff for the 2024-2025 School Year:

Renew and approve recommendations for the 2024-2025 School Year for the On-Call Staff Members. (See Attachment B-2).

WATERFORD TOWNSHIP BOARD OF EDUCATION
May 22, 2024

3. Substitute List for the 2024-2025 School Year:

Approve the renewal of substitutes for the 2024-2025 School Year. (See Attachment B-3).

4. Renewal of Non- Affiliated Staff Contracts for the 2024-2025 School Year:

Approve renewal recommendations for the 2024-2025 school year for Non-Affiliated Staff Contracts. (See Attachment B-4).

5. Resignation of Certified Staff Member(s):

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

Name	Location	Position	UPC	Effective Date
Massaro, A.	TR	Teacher	30-45-P2 / AXP	6/30/24
Steffey, R.	TR	Teacher	30-45-P2 / AAJ	6/30/24
Vitarelli, M.	Atco TR	Teacher	30-40-E1 / ABS 30-45-E1 / ASE	6/30/24

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

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

Name	Location	Position	UPC	Effective Date
DeMato, B.	TR	HQ Paraprofessional	20-45-P2 / ALR	6/30/24
Elliott, D.	District	Permanent Teacher Substitute	80-45-SP / ASM	5/09/24

7. Extended School Year and Title I Summer Learning Program 2024 Staff:

Approve the certified staff members to provide ESY services to students:

Name	Position	# of Days	Rate/ Hour	Hours/ day	Total	Account #
Bowman, A.	Site Coordinator	19	\$55.00	3.25	\$3,396.25	20-487-200-104-01-03-000
Troike, A.	Nurse	19	\$55.00	3.25	3,396.25	20-487-200-104-01-03-000
Wise, A.	Social Worker	n/a	\$55.00	Up to 4 hours total	220.00	11-000-211-104-01-13-000

8. Extended School Year Summer Learning Program 2024 – Substitute Staff:

Approve the following support staff members to provide substitute services for the Extended School Year Summer Learning Program as substitute paraprofessionals for 3.25 hours per day, \$18.25 per hour on an “as needed” basis: Janice Piantadosi and Kathleen Worrell.

9. District 2024-2025 Curriculum Revisions:

Approve A. Schaefer (remove S. Schaeffer) to write revisions for the curriculum content areas necessary to meet New Jersey Student Learning Standards for the 2024-2025 school year.

10. Perfect Attendance Award – April 2024:

Acknowledge and congratulate the recipient of April’s Perfect Attendance Award, Michael Gant. Michael is a Custodian who works at our Atco Elementary School and will receive a \$50.00 Amazon gift card. Congratulations Mike Gant!!

11. Approval of Non-Affiliated Staff Compensation Plan. (See Attachment B-11).

12. Approve the submission of an employment contract for Daniel J. Fox, Assistant Superintendent for Business, to the Department of Education for approval. (See Attachment B-12).

WATERFORD TOWNSHIP BOARD OF EDUCATION
May 22, 2024

13. **Approve the following policy for the first reading:**
n/a
14. **Approve the following policy for the second reading:**
n/a
15. **Acknowledge receipt of the following regulations:**
 - a. Regulation #3413- Overtime Compensation- Teaching Staff
 - b. Regulation #4413- Overtime Compensation- Support Staff

C. BUSINESS – Dan Hoover/Tom Leach/Jason Galante

Upon the recommendation of the Superintendent:

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

In accordance with 18A:17-9 for the month of March 2024, the Cash Reconciliation Report and the Board Secretary’s report are in agreement. In accordance with 18A:17-9 for the month of March 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 March 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 March 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- \$ 1,655,32.67
- Bills List #2- \$ 51,095.57
- Bills List #3- \$ 39,660.67

5. Grants:

Grantor	School	Amount	Purpose	Attachment
WTHSA	Atco	\$250	Behavioral Incentives	N/A
WTHSA	TR	\$265	Graduation Supplies	N/A
NJ Schools Insurance Group	District	\$3,125	Preventative Maintenance Application	C-5-a
Southern Coastal	District	\$7,432	Wellness	C-5-b
WT Police Department	TR	\$450	Bouncy House	N/A
WT Police Department	WES	\$500	Team-Up Day	N/a

WATERFORD TOWNSHIP BOARD OF EDUCATION

May 22, 2024

6. Contracts:

a.

<u>Vendor</u>	<u>Purpose</u>	<u>From</u>	<u>To</u>	<u>Amount</u>	<u>Attachment</u>
Advanced Assessment Systems	Linkit	7/1/2024	6/30/2025	17,679.00	N/A
CCEC	OT/PT Services	7/1/2024	6/30/2025	118,944.00	N/A
SHI International	Chromebook Lease	7/1/2024	6/30/2029	225,552.32	N/A

b. To approve a Contract with Archway Programs, Inc. to provide school-age childcare program, for the 2024-2025 school year. (See Attachment C-6-b).

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

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

<u>SID #</u>	<u>School</u>	<u>From</u>	<u>To</u>	<u>Amount</u>	<u>Send/Receive</u>	<u>Attachment</u>
8275457547	ACSS	7/8/24	8/8/24	\$2420	Send	C-6-c

7. To authorize the superintendent and business administrator to approve necessary documents to lease purchase the following instructional materials over 5 years. Lease will be provided by KS State Bank at 6.46% with an annual payment of \$48,137.11.

Into Reading K-5	\$184,195.19
Elevate Science	25,168.00
	<hr/>
	\$209,363.19
	<hr/>

8. Out of District Professional Development:

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

<u>Name</u>	<u>Date Submitted</u>	<u>Date of Workshop</u>	<u>Location</u>	<u>Topic</u>	<u>Cost</u>	<u>Account #</u>
Magenta, A.	5/1/24	6/5/24	Monroe Twp., NJ	Transporting Special Education Students	\$45.00	11-000-219-580-58-03-000

9. Transportation:

a. Approval a Joint Transportation Agreement with Hammonton Board of Education to transport a Waterford student from 4/17/24 through 5/13/24 at a total cost of \$47.62.

10. 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

WATERFORD TOWNSHIP BOARD OF EDUCATION

May 22, 2024

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
- 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 _____