

**WATERFORD TOWNSHIP BOARD OF EDUCATION
REGULAR BOARD MEETING MINUTES – June 19, 2024
WATERFORD ELEMENTARY SCHOOL**

I. MEETING CALLED TO ORDER 6:31 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, Thomas Leach, Barbara Libak Fanz, Ehren O'Donnell, Michael McClintock

Members absent: Rosemarie Hunter

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

C. MOTION TO APPROVE THE RESOLUTION AUTHORIZING CLOSED SESSION

A motion was made by Mr. Galante, seconded by Mr. Leach and carried by unanimous voice consent to approve the amendment to the agenda.

D. MOTION TO APPROVE THE RETURN TO OPEN SESSION

A motion was made by, Mr. De Vuyst, seconded by Mr. Galante, and carried by unanimous voice consent to return to open session at 6:56 p.m.

E. FLAG SALUTE

Mr. DeNafo led the Pledge of Allegiance.

F. MISSION STATEMENT

Mr. McClintock read the Mission Statement.

G. STATEMENT TO THE PUBLIC

Mr. DeNafo read the statement to the public.

II. COMMITTEE REPORTS

A. EDUCATION - Ms. Libak Fanz gave an oral report.

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

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

III. PRESENTATIONS

A. Present and Review District-Wide HIB Grade Report- Heather Kondas

B. 2023/2024 Atco School Behavioral Incentives- Heather Kondas

C. Annual School Wellness Progress Report-Heather Kondas

IV. COMMENTS FROM THE PUBLIC ON AGENDA ITEMS ONLY

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 Ms. Libak Fanz, seconded by Mr. McClintock, and carried by unanimous voice consent to close the meeting to the public.

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V. MINUTES

A motion was made by Mr. De Vuyst, 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 (Mr. O'Donnell abstained):

- A. Board Meeting May 22, 2024
- B. Closed Session May 22, 2024

VI. SUPERINTENDENT'S REPORT

A motion was made by Ms. Libak-Fanz, seconded by Mr. Leach; 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	57
PK (4 yr. old)	92	91
PK (5 yr. old)	0	1
K	104	105
1 st	97	109
2 nd	108	94
3 rd	116	106
4 th	109	114
5 th	135	113
6 th	114	133
Total:	948	923

Grade	2022/2023 Title I/ESY	2023/2024 Title I/ESY
PK	18	22
K	22	20
1 st	34	25
2 nd	25	22
3 rd	16	11
4 th	22	16
5 th	21	20
6 th	5	0
Total:	163	136

C. Suspension Report:

SID#	Date	Incident	School	Location	Reported by	Resolution
8013574628	5/22/24	Inappropriate Comment to Adult/Student	WES	WES	Staff	• 1 Day Out of School Suspension
5134224110	5/23/24	Physical Behavior	Atco	Classroom	Staff	• 1 Day Out of School Suspension
9680518838	5/29/24	Fighting	WES	Playground	Staff	• 2 Day Out of School Suspension
5390752765	5/29/24	Fighting	WES	Playground	Staff	• 2 Day Out of School Suspension
7721202725	6/3/24	Fighting	WES	Classroom	Staff	• 2 Day Out of School Suspension
3353554286	6/3/24	Fighting	WES	Classroom	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. De Vuyst, and carried by a roll call vote to approve the items 1 through 8 only.

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						

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
3935904413	8612179538	WES	4/12/24	4/19/24	No	• N/A
1792012391	6678700991	WES	4/12/24	4/25/24	No	• Administrative Detention • Restorative Justice Assignment
6678700991	5769414095	WES	4/17/24	4/29/24	No	• Recess Detention • Restorative Justice Circle
5769414095	6678700991	WES	4/17/24	4/29/24	No	• Recess Detention • Restorative Justice Circle

3. American Rescue Plan Elementary & Secondary School Emergency Relief (ARP ESSER) Safe Return Plan:

Approve the attached updated Safe Return Plan dated June 21, 2024. The updated plan will be posted on the district website.

4. 2024-2027 Language Instruction Educational Program (LIEP) Three-Year Plan:

Approve the 2024-2027 Language Instruction Educational Program Three-Year Plan for submission to the NJ Department of Education in NJDOE Homeroom. (Available upon request).

5. Fieldwork Experience for Fall 2024:

Approve the following student placements:

Name	College	Location	Grade	Teacher	Dates	# of Hours
Sorce, A.	Stockton	WES	3	Stephan	9/9/24-12/17/24	100 hrs

6. College Clinical Practice Placement for Fall, 2024/Spring, 2025 Semesters:

Approve the following student placements:

Name	College	Location	Grade	Teacher	Dates	# of Hours
DeSilvio, A.	Rowan	WES	4	Kennevan	9/3/24-12/11/24	2 days/wk for 14 weeks
DeSilvio, A.	Rowan	WES	4	Kennevan	1/21/25-5/9/25	5 days/wk for 15-16 wks
Sorce, A.	Stockton	WES	3	Stephan	1/2/25-5/9/25	5 days/wk
Johnson, A.	Walden	Atco	2	Ercol	8/26/24-11/27/24	5 days/wk for 12 weeks

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7. **Standing Orders for the 2024-2025 School Year:**
Approve the Standing Orders for the 2024-2025 school year. (See Attachment A-7).
8. **School Security Statement of Assurance for 2023-2024:**
Approve the submission of the School Security Statement of Assurance for the 2023-2024 school year.
9. **Superintendent Contract Submission for 2024-2025:**
Approve the submission of an employment contract for Dr. Michael A. Nolan, Superintendent, to the Department of Education for approval. (Available upon request).
10. **Approve the following policy for the first reading:**
n/a
11. **Approve the following policy for the second reading:**
n/a
12. **Acknowledge receipt of the following regulations:**
n/a

B. PERSONNEL

Upon the recommendation of the Superintendent, a motion was made by Mr. De Vuyst, seconded by Mr. Leach and carried by a roll call vote to approve items 1 through 8 and addendum item 9.

1. **Approve On-Call Staff for the 2024-2025:**
Approve the recommendations for the 2024-2025 School Year for the following On-Call Staff Members:

NAME	ASSIGNMENT	CONTRACT	HOURLY RATE
Bronsky, Jordyn	School Social Worker	WTEA Certified	\$55.00
Dey, Jeff	School Social Worker	WTEA Certified	\$55.00
Miles, Leslie	School Psychologist	WTEA Certified	\$55.00
Vegas-Carvalho, Katrina	Learning Disabilities Teacher Consultant	WTEA Certified	\$55.00

2. **Special Education Extended School Year (ESY) 2024-2025 Staff:**
Approve the following staff members to provide ESY services to students:

Name	Position	# of days	Rate/Hour	Hours/Day	Total	Account
Bozzuffi, Christine	Paraprofessional	19	\$18.15	3.25	\$1,120.76	11-422-200-104-01-03-000
McGowan, Jessica	Paraprofessional	19	18.15	3.25	1,120.76	11-422-200-104-01-03-000
Renzulli, Angelina	Paraprofessional	19	16.85	3.25	1,040.49	11-422-200-104-01-03-000
Papeika, Erin	Tutor	19	55.00	1.0	1,045.00	11-422-100-101-01-03-000

3. **Approve Extended School Year(ESY) Substitute Staff for the 2024 Summer ESY Program:**
Approve the following staff members and respective substitute positions/rates for the 2024 ESY Program:

NAME	ASSIGNMENT	HOURLY RATE (WES)	HOURLY RATE (TR)
Atkins, Linda	Paraprofessional	\$18.12	\$19.93
Davis, Nicole	Paraprofessional	18.12	19.93
Komis, Danielle	Teacher	55.00	55.00
Peterson, Shannon	Paraprofessional	18.12	19.93
Piantadosi, Janice	Paraprofessional	18.12	19.93
Worrell, Kathleen	Paraprofessional	18.12	19.93

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4. Leave-of-Absence:

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

Staff Member	Dates	Classification
4554	09.03.24 – 12.13.24	FMLA / NJFLA (acknowledge)
5027	10.07.24 – 03.04.25	FMLA / NJFLA (acknowledge)

5. 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:

Name	Content Area	Hourly Rate	Total # of Hours	Total	Account Number
Handzus, A.	Math	\$41.00	Up to 15	\$615.00	11-000-221-104-01-05-000

6. Approve the following policy for the first reading:

n/a

7. Approve the following policy for the second reading:

n/a

8. Acknowledge receipt of the following regulations:

- a. Regulation #3413- Overtime Compensation- Teaching Staff
- b. Regulation #4413- Overtime Compensation- Support Staff

9. Appointment of Certified Staff for the 2024-2025 School Year:

Name	Assignment	UPC	From	To	Step	Salary	FTE
Anders, Emily	Teacher (LLD Grades 3 / 4)	30-50-S3 / AOK	8.27.29	6.30.25	7 BA	\$63,750	1.0

C. BUSINESS

Upon the recommendation of the Superintendent, a motion was made by Mr. Leach, seconded by Mr. McClintock, and carried by a roll call vote to approve items 1 through 9 and addendum items 10-11. (Ms. Libak Fanz & Mr. O'Donnell abstained from item 4.)

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

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

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4. Approval of Expenditures (as per attached):

Approve the payment of bills and claims:

- Bills List #1- \$ 1,758,353.11
- Bills List #2- \$ 138,937.20
- Bills List #3- \$ 32,028.66

5. Grants:

Grantor	School	Amount	Purpose	Attachment
Adopt a Classroom	WES	\$1,000	PBSIS Incentives	N/A

6. Contracts:

a.

Vendor	Purpose	From	To	Amount	Attachment
Bowman & Company	Audit	7/1/24	Completion	\$45,000	C-6-a-1
Gloucester County SSSD	Special Ed. Services	7/1/24	6/30/25	Various	C-6-a-2

b. **Approve the Annual Insurance Renewal:**

Approve the Annual Insurance Renewals for the 2024-2025 school year:

Coverage	Carrier	2023/2024	2024/2025	% Change
Workers Compensation	NJSIG	\$135,237	\$144,364	6.7%
Supplemental Indemnity	NJSIG	4,557	3,815	(16.3%)
Package	NJSIG	83,181	93,841	12.8%
School Leaders Liability	NJSIG	27,092	27,762	2.5%
Pollution Policy	UCPM	6,960	6,960	0%

c. **Tuition Contracts for the 2024-2025 School Year:**

Approve the tuition contracts for the 2024-2025 school year:

SID #	School	From	To	Amount	Send/Receive	Attachment
6646697815	Brookfield Academy	9/5/24	6/30/25	\$81,570.60	Send	N/A

d. **Supply Vendors per Cooperative Purchasing Agreement with Ed-Data Services:**

To approve the following Supply Vendors per Cooperative Purchasing Agreement with Ed-Data Services. (See Attachment C-6-d).

7. Facilities:

- a. Application for Dual use of Educational Space
- b. Toilet Room Facilities for Early Intervention, Pre-Kindergarten, and Kindergarten Classrooms
- c. Change of Use

8. Transportation:

- a. Approve a revised Joint Transportation Agreement with Hammonton Board of Education to transport a Waterford student to Hammonton Middle School at the total cost of \$73.27.

9. 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

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10. Contracts:

a. Tuition Contracts for the 2024-2025 School Year:

Approve the tuition contracts for the 2024-2025 school year:

SID #	School	From	To	Amount	Send/Receive	Attachment
5837053448	Lindenwold	4/30/24	6/30/24	\$2,846.58	Send	10-a-1
3842531178	Lindenwold	4/30/24	6/30/24	\$2,846.58	Send	10-a-2

11. Grants:

a. FY2025 ESEA-ESSA Consolidated Grant Application & Funding:

Approve the submission of the FY2025 ESEA-ESSA Consolidated Grant Application to the New Jersey Department of Education and accept the funding of Title I Part A, Title II Part A and Title IV Part A for the project period of July 1, 2024 to September 30, 2025 as follows:

TITLE I PART A	\$274,414
TITLE II PART A	\$ 43,604
TITLE IV PART A	\$ 16,159

Reject the funding of Title III only of the FY2025 ESEA-ESSA Consolidated Grant from the New Jersey Department of Education for the project period July 1, 2024 to September 30, 2025 as follows:

TITLE III	\$ 853
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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 "no meeting".
- C. **New Jersey School Boards Association-** Dan Hoover said nothing to report.
- D. **Camden County Educational Services Commission-** Mr. De Vuyst said nothing to report.
- E. **Hammonton-** No 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. De Vuyst, 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 Mr. McClintock, and carried by unanimous voice consent to close the meeting to the public.

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XI. MEETING ADJOURNMENT at 7:32 p.m.

A motion was made by Mr. Galante, 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**