

WATERFORD TOWNSHIP BOARD OF EDUCATION

**NOTICE OF MEETING: REGULAR BOARD MEETING – August 21, 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- Michael McClintock

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

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II. COMMITTEE REPORTS

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

III. PRESENTATIONS

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 July 17, 2024
- B.** Board Meeting July 31, 2024
- C.** Closed Session July 17, 2024

VI. SUPERINTENDENT’S REPORT – Dr. Michael Nolan

A. Monthly District Reports-

- 1. Monthly Wellness Report N/A
- 2. Fire/Security Drill Log

B. Enrollment:

Grade	2022/2023 Title I/ESY	2023/2024 Title I/ESY
PK		20
K	21 (PK/K)	17
1 st	19	27
2 nd	27	17
3 rd	27	11
4 th	17	15
5 th	13	22
6 th	20	0
Total:	144	129

C. Suspension Report:

SID#	Date	Incident	School	Location	Reported by	Resolution
N/A						

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
N/A						•

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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
6572068237	9116925998	Bus	6/14/24	6/18/24	No	• Seat Change/Communication w/Driver

3. District Goals for the 2024-2025 School Year:

Approve the District/Board Goals for the 2024-2025 school year:

***Goal D1:** The superintendent, in cooperation with the administrative team and staff, will implement Into Reading with fidelity to increase student achievement.*

***Goal D2:** The superintendent, in cooperation with the administrative team and teaching staff, will evaluate our current RtI model and implement evidence-based strategies and make adjustments to support our at-risk population.*

***Goal D3:** The superintendent, in cooperation with the administrative team and teaching staff, will implement school-wide systems for positive behavior and/or trauma-informed and healing-centered practices.*

4. Student Code of Conduct for the 2024-2025 School Year:

Approve the Student Code of Conduct for the 2024-2025 school year. (See Attachment A-4).

5. School Safety and Security Plan for the 2024-2025 School Year:

Approve the School Safety and Security Plan for the 2024-2025 school year. (Available upon request).

6. Waterford Township School District Mentoring Plan 2024-2025:

Approve the Waterford Township School District Mentoring Plan for the 2024-2025 school year. (See Attachment A-6).

7. Waterford Township School District Professional Development Plan (PDP) 2024-2025:

Approve the Waterford Township School District Professional Development Plan for the 2024-2025 school year. (See Attachment A-7).

8. Evaluation Instrument for the 2024-2025 School Year:

Approve the evaluation instruments for the 2024-2025 school year (available upon request):

- Teacher Rubric
- Evaluation Rubrics for:
 - School Nurse
 - School Counselor
 - School Social Worker
 - Learning Disabilities Teacher Consultant
 - School Psychologist
 - Occupational Therapist
 - Speech Language Therapist
 - Instructional Coaches
 - Media Specialist
- New Jersey Principal Evaluation or Professional Learning Instrument

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9. **Independent Educational Evaluation Rates for 2024-2025:**
 Approve the Independent Educational Evaluation Rates for the 2024-2025 school year. (See Attachment A-9).

10. **Waterford Township Parent/Student Handbook for 2024-2025 School Year:**
 Approve the Waterford Township School District Parent/Student Handbook for 2024-2025. (See Attachment A-10).

11. **School Improvement Panel (SciP) for the 2024-2025 School Year:**

Thomas Richards Early Childhood Center	Atco Elementary	Waterford Elementary
Michael Nolan Amanda Magenta Christine Manna Charlotte Richardson Patrick Davidson Joelle Vento Kylie locono	Michael Nolan Amanda Magenta Christine Manna Charlotte Richardson Patrick Davidson Carla Brown Shaun Kin-Leavey Christina Leach Jill O'Donnell	Michael Nolan Amanda Magenta Christine Manna Charlotte Richardson Patrick Davidson Jamie Stephan Heather DeNafo Candice Micheline

12. **College Practicum in School Nursing Placement for the Fall, 2024 Semester:**

Approve the following student placement:

Name	College	Location	Grade	Teacher	Dates	# of Hours
Jodi Hannigan	Rowan	Atco	1-2	Hall	9/3/24-12/19/24	50 hours

13. **Home and School Fundraisers for the 2024-2025 School Year:**
 Approve the Home and School fundraisers for the 2024-2025 school year. (See Attachment A-13).

14. **ESEA-ESSA Funding Allocation – Title I Rtl Paraprofessionals/Coordinator:**
 Approve the percentage of funding of salaries for Title I Rtl Paraprofessionals and Title I Coordinator for the 2024-2025 school year based on ESEA-ESSA Title IA and local funding as indicated below:

Location	Name	Salary	Local \$	Local %	Title IA \$	Title IA %	FICA %	FICA \$	Total Title IA
TR Para	Wood, A.	\$20258	4457	22%	15801	78%	7.65%	1209	17010
TR Para	Swierczynski, J.	\$20258	4457	22%	15801	78%	7.65%	1209	17010
District	DiRenzo, L.	\$62189	48507	78%	13682	22%	NA	NA	13682

15. **Approve the following policy for the first reading:**

a. Policy #5112- Entrance Age

16. **Approve the following policy for the second reading:**

a. Policy #9323- Notification of Juvenile Offender Case Disposition

b. Policy #5337- Service Animals

c. Policy #2200- Curriculum Content

d. Policy #5350- Student Suicide Prevention

e. Policy #2423- Bilingual and ESL Education

17. **Acknowledge receipt of the following regulations:**

n/a

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

Upon the recommendation of the Superintendent:

1. Appointment of Substitutes for the 2024-2025 School Year:

Approve the following Substitutes for the remainder of the 2024-2025 school year, pending receipt of the required documents:

Name	Substitute Position	Rate (Gr. 1-6)	Rate (Gr. PreK - K)
Capano-Diulio, Marianna	Paraprofessional Non-Instructional (café) Aide	\$18.12 / hr 17.06 / hr	\$19.93 / hr 18.76 / hr
Hageman, Donna	Paraprofessional Non-Instructional (café) Aide	\$18.12 / hr 17.06 / hr	19.93 / hr 18.76 / hr
Iocono, Sharon	Paraprofessional Non-Instructional (café) Aide	\$18.12 / hr 17.06 / hr	19.93 / hr 18.76 / hr
Nielubowicz, Eleanor	Non-Instructional (café) Aide	17.06 / hr	18.76 / hr
O'Neill, Felicetta	Paraprofessional	\$18.12 / hr	19.93 / hr
Wheelis, Alicia	Paraprofessional	\$18.12 / hr	19.93 / hr

2. Retirement of Support Staff Member:

Approve the retirement of Terri J.Tait, Curriculum Secretary, with gratitude and appreciation for 31 years of service, effective January 1, 2025. (UPC #60-25-C4 /AMB).

3. Lateral Moves – Certified Staff Members:

Approve the lateral move requests for the following Certified Staff members on the salary guide effective 8.27.24:

Name	Credential (from)	Credential (to)	Step (from)	Step (to)	Salary (from)	Salary (to)
Fanz, Caitlin	MA	MA +15	8	8	68,677	69,952

4. Lateral Move – Support Staff:

Approve the lateral move for the following support staff member effective 8.27.24:

Name	Position (from)	Position (to)	Step (from)	Step (To)	Hrly Rate (from)	Hrly Rate (to)
Oehler, Nancy	Permanent Paraprof. Substitute	Permanent Paraprof. Substitute HQ	3	3	\$16.95	18.25

5. Appointment of Support Staff for the 2024-2025 School Year

Approve the following Support Staff members for the 2024-2025 school year, pending receipt of the required documentation:

Name	Assignment	UPC	Loc	Step	Rate / Hour	Hours / Day	Days / Year	FTE
Campione, Alicia	Non-Instructional (Cafeteria) Aide	20-50-NA / APD	WES	1	\$16.12	4	185	.67
LaForge, Alexandria	Paraprofessional HQ	20-40-EX / ASX	Atco	1	\$18.15	6	185	1.0
Morelli, Tiffany	Non-Instructional (Cafeteria) Aide	20-50-NA / ATA	WES	1	\$16.12	4	185	.67

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6. Annual Stipend Positions for the 2024-2025 School Year:

Approve the following annual stipend positions for the 2024-2025 school year:

Position	Atco	TR	WES	Enrichment (District)
Team Leader	Gr. 1 – Carla Brown Gr. 2 – Allison Schafer	PreK – Jenn Ervolini Kdg. – Alex Handzus	Gr. 3 -- Jamie Stephan Gr. 4 -- Michele Oriente Gr. 5 – Jessica Mark Gr. 6 – Maggie Johnson	Andrea Bowman
Head Teacher	Shaun Kin-Leavey	Liz DiPasquale Rachel Intessimoni	Frank Ambroselli	n/a
I & RS	Christina Iadonisi Megan Fieger	Anna Russomanno	Heather DeNafo Candice Micheline	n/a

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

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

Name	Location	Position	UPC	Effective Date
Acevedo-Stinger, Angelique	Atco	Paraprofessional	n/a	7.22.24
Evans, Chrae	TR	Paraprofessional	20-45-P2 / ARI	8.12.24
Garvin, Taylin	Atco	Paraprofessional	n/a	7.29.24
Harrold, Jenna	TR	Paraprofessional	20-45-L1 / AIP	8.11.24
Nielubowicz, Eleanor	TR	Non-Instructional (café) Aide	20-45-NA / AZJ	7.15.24
O'Neill, Felicetta	WES	Paraprofessional	20-50-EX / AKX	8.01.24
Sylvia, Brandi	Atco	Paraprofessional	20-40-EX / ASX	7.31.24

8. Position Change of Support Staff Member for the 2024-2025 School Year:

Approve the change of position for the following Support Staff member for the 2024-2025 school year effective 8.27.24:

Name	Curr Pos.	Curr UPC	Curr Loc	Cur r Step	Curr Rate /Hr	Cur r Hrs /Day	Cur r Days/ Yr	New Pos.	New UPC	New Loc	Ne w Step	New Rate/ Hr	Ne w Hrs /Day	New Day s/Yr
Abbott, Rebecca	Non-Instructional (café) Aide	20-40-NA / AXY	Atco	2	16.12	2.5	185	Parapro	20-40-EX / BBE	Atco	2	16.95	4	185

9. Transfer / Assignment Change of Certified Staff Members for the 2024-2025 School Year:

Approve the transfer of Certified Staff Members for the 2024-2025 school year. (See Attachment B-9).

10. Transfer / Assignment Change of Support Staff Members for the 2024-2025 School Year:

Approve the transfer of Support Staff Members for the 2024-2025 school year. (See Attachment B-10).

11. Create / Abolish Support Staff Positions

Approve the created / abolished Support Staff positions for the 2024-2025 school year. (See Attachment B-11).

12. Approve the employment contract for Daniel J. Fox, Assistant Superintendent for Business, for the 2024-2025 school year. (See Attachment B-12).

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13. Approve Agreement to mediate Sherri Stites v. Waterford Township School District.
14. **Approve the following policy for the first reading:**
n.a
15. **Approve the following policy for the second reading:**
 - a. Policy #1140- Affirmative Action Program
 - b. Policy #1530- Equal Employment Opportunities
 - c. Policy #1550- Equal Employment Anti-Discrimination
 - d. Policy #1523- Comprehensive Equity Plan
16. **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 June 2024 (Attachment to be Distributed):

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

4. Approval of Expenditures (as per attached):

Approve the payment of bills and claims:

- Bills List #1- \$1,989,172.32
- Bills List #2- \$ 50,764.07
- Bills List #3- \$37,665.82

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5. Grants:

Grantor	School	Amount/Items	Staff Member	Purpose	Attachment
Mark Schoenwetter	WES	\$300	N/A	Holocaust Education	N/A
Donors Choose	TRECC	Storage Container, Voice Recording Buttons, Prizes, etc.	Borda	Bringing the Home Environment to the Classroom to help their daily living skills and fine/gross motor skills. The Donors Choose project materials will help students work on cleaning, sorting, storage of materials/belongings and more.	No
Donors Choose	TRECC	Prizes for students for weekly drawing	Borda	A culture of Acceptance and respect: PBSIS at TR	No

6. Contracts:

a.

Vendor	Purpose	From	To	Amount	Attachment
CCESC	SRECC	7/1/24	6/30/27	Dependent on services	C-6-a-1
W.J. Gross	Window Replacement	8/21/24	6/30/25	\$128,134.24	C-6-a-2

b. To approve a contract with Waterford Township Police Department for School Resource Officers for the 2024-2025 school year in the amount of \$153,090.

c. To approve a contract with Waste Management for trash and recycling removal in the amount of \$41,700.

d. **Reading Recovery Ongoing Professional Development:**

Approve a contract between Waterford Township Board of Education and Evesham Township School District Board of Education for Reading Recovery and Literacy Lessons Ongoing Professional Development in the total amount of \$5,000 (includes \$2500 cost listed in Out of District PD Section) for the following trained teachers: Caitlin Fanz, Tracey Bober, Casey Bromley, Jaclyn McGovern, and Donna Wallen. Costs budgeted for and provided by ESEA/ESSA FY2025 Title IIA Funds.

7. 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
5209922732	Bancroft	7/23/24	6/30/25	\$75,460.80	Send	NA
8572572909	Hammonton	7/1/24	6/30/25	13,796.00	Send	NA
8272572909	Plainfield	7/1/24	6/30/25	13,796.00	Received	NA
3310476652	Bancroft	7/1/24	6/30/25	155,355.90	Send	NA
5769510018	Bancroft	7/1/24	6/30/25	102,855.90	Send	NA
8275457547	ACSSSD	9/1/24	6/30/25	500,000	Send	NA

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8. Out of District Professional Development for the 2024-2025 School Year:

Approve the Out of District Professional Development for the 2024-2025 school year:

Name	Date Submitted	Date of Workshop	Location	Topic	Cost	Account #
Bober, T. Bromley, C. Fanz, C. McGovern, J. Wallen, D.	07/29/2024	09/17/2024 10/17/2024 12/12/2024 01/30/2024 03/20/2024 05/20/2024	Evesham Township, NJ	Reading Recovery/Literacy Lessons Ongoing Professional Development	\$2500.00	20-275-200-580-58-04-040
Manna, C.	07/18/2024	10/18/2024	Atlantic City, NJ	NJPSA Fall Conference	\$320.00	11-000-240-580-58-06-100
Clark, J.	08/01/2024	10/11/2024	Clementon, NJ	Teaching Strategies Preschool Intro to GOLD	\$225.00	20-218-200-580-58-02-060
Paulson, K.	08/01/2024	10/11/2024	Clementon, NJ	Teaching Strategies Preschool Intro to GOLD	\$225.00	20-218-200-580-58-02-060

9. Facilities:

- a. Approve the Indoor Air Quality Plan for the 2024-2025 school year. (See Attachment C-9-a).
- b. Approve the Hazard Communication Written Plan for the 2024-2025 school year. (See Attachment C-9-b).

10. Transportation:

11. Business-Related Policies:

- a. Approve the following policies for the first reading:
n/a
- b. Approve the following policies for the second reading:
 1. Policy #6660- Student Activity Fund
 2. Policy #6620- Petty Cash
 3. Policy #8467- Weapons
 4. Policy #8420- Emergency and Crisis Situations
- 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
- 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**

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- 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 _____**