

WATERFORD TOWNSHIP BOARD OF EDUCATION

**NOTICE OF MEETING: REGULAR BOARD MEETING – September 18, 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- Ehren O'Donnell

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.

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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 August 21, 2024
- B.** Closed Session August 21, 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	2023-2024 # of Students	2024-2025 # of Students
PK (3 yr. old)	52	76
PK (4 yr. old)	97	71
PK (5 yr. old)	2	1
K	107	108
1 st	110	110
2 nd	95	110
3 rd	109	95
4 th	118	107
5 th	113	114
6 th	132	115
Total:	935	907

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
N/A						•

3. Waterford Township School District Student Services Handbook for the 2024-2025 School Year:

Approve the Waterford Township School District Student Services Handbook for the 2024-2025 school year. (Available upon request).

4. Field Trips for the 2024-2025 School Year:

Approve the following field trips for the 2024-2025 school year:

Location	Date	Grade	Staff	Total Adults/Student	Cost PP	Total
Russo's Farm	10/17/24	PK	14 Teachers, 18 Paras, V. Meslin, J. Ervolini, M. Biggs, E. Ravenkamp	36/150	\$15-Students \$5 Adults	Admission: \$2480 Transportation: TBD

5. Waterford Township School District Gifted and Talented Education Plan for the 2024-2025 School Year:

Approve the Waterford Township School District Gifted and Talented Education Plan for the 2024-2025 school year. (See Attachment A-5).

6. Approve the following policy for the first reading:

a. Policy #5440- Honoring Student Achievement

7. Approve the following policy for the second reading:

a. Policy #5112- Entrance Age

8. Acknowledge receipt of the following regulations:

a. Regulation #5440- Honoring Student Achievement

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

Upon the recommendation of the Superintendent:

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

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

Position	TR
Team Leader	PreK -- Rachel Intessimoni Kdg. -- Liz DiPasquale
Head Teacher	PreK – Jenn Ervolini Kdg. – Alex Handzus

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

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

Name	Location	Position	UPC	Effective Date
Martucci, Marie	District	Paraprofessional Permanent Paraprofessional Substitute (HQ)	23-80-PP / BAQ	8.22.24
Saunders, Belinda	District	Paraprofessional Permanent Paraprofessional Substitute	23-80-PP / BAM	10.16.24

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3. Appointment of Certified Staff for the 2023-2024 School Year:

Please approve the following staff member for the position listed below:

Name	Assignment	From	To	Step	Salary	FTE
Hand, A.	Long-Term Substitute (Elem. K-6: Grade 6)	8.27.24	9.13.24	3	\$59,850	1.0

4. Leave-of-Absence Request:

Approve / Acknowledge the request for a leave-of-absence for the following staff member:

Staff Member	Dates	Classification	Approve/Decline or Acknowledge
4189	9.25.24 – 10.04.24	Unpaid LOA	Approve / Decline

5. Retirement of Certified Staff Member:

Approve the retirement of Tracey Bober, Elementary Education Teacher, with gratitude and appreciation for 18 years of service, effective February 1, 2025. (UPC #30-40-BS / AMO).

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:

n/a

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

Upon the recommendation of the Superintendent:

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

In accordance with 18A:17-9 for the month of July 2024, the Cash Reconciliation Report and the Board Secretary’s report are in agreement. In accordance with 18A:17-9 for the month of July 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 July 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 July 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- \$1,566,621.32
- Bills List #2- \$ 44,510.31

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5. Grants:

Grantor	School	Amount	Purpose	Attachment
WTH&SA	WES	\$3,100	Grade 6 Class Trip	N/A
WTH&SA	WES	\$544	Grade 6 "Team Up Day" w/ HMS	N/A

6. Contracts:

- a. Approve a Memorandum of Agreement with New Jersey Tutoring Corps Inc. to provide Title I After School Tutoring for the 2024-2025 school year at Atco Elementary School in the amount of \$54,584, and Waterford Elementary School in the amount of \$74,384. Program is funded by ESEA Title IA and Title IIA funds, and High Impact Tutoring funds.
- b. Approve a contract with First Student for Title I After School Tutoring Program Transportation for the 2024-2025 school year at Atco Elementary School in the amount of \$11,814, and Waterford Elementary School in the amount of \$15,215. Transportation is funded by ESEA Title IA funds.
- c. Approve a license renewal with DLC Technology Solutions, Inc., for the 2024-2025 school year, for Meraki access points and networks switches in the amount of \$24,692.10.

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
4414266068	Pennsville	9/5/24	6/30/25	31,100.	Send	No
9145157534	YALE	9/9/24	6/30/25	119,989.80	Send	No
6627119110	YALE	7/8/24	6/30/25	79,088.10	Send	No
5301637342	YALE	7/8/24	6/30/25	79,088.1	Send	No
4356214621	Bancroft	7/8/24	6/30/25	155,355.90	Send	No
8682489479	YALE	9/9/24	6/30/25	67,789.80	Send	No
8145990782	ACSSSD	9/1/24	6/30/25	48,000	Send	No

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 #
Fox, D.	09/05/2024	10/10/2024	Mt. Laurel, NJ	NJASBO DOL & DOT Refresher & Updates	\$145.00	11-000-251-592-58-25-000
Fox, D.	09/05/2024	11/19/2024	Mt. Laurel, NJ	NJASBO Green Purchasing	\$145.00	11-000-251-592-58-25-000
Fox, D.	09/05/2024	12/17/2024	Mt. Laurel, NJ	NJASBO Ethics and the BA	\$145.00	11-000-251-592-58-25-000
Fox, D.	09/05/2024	01/21/2025	Mt. Laurel, NJ	NJASBO A.I.	\$145.00	11-000-251-592-58-25-000
Fox, D.	09/05/2024	02/18/2025	Mt. Laurel, NJ	NJASBO TBD	\$145.00	11-000-251-592-58-25-000
Fox, D.	09/05/2024	03/25/2025	Mt. Laurel, NJ	NJASBO Purchasing	\$145.00	11-000-251-592-58-25-000
Fox, D.	09/05/2024	04/15/2025	Mt. Laurel, NJ	NJASBO Audit Review	\$145.00	11-000-251-592-58-25-000
Fox, D.	09/05/2024	05/13/2025	Mt. Laurel, NJ	NJASBO Accounts Payable	\$145.00	11-000-251-592-58-25-000
All Administrators & Board Members	09/05/2024	10/21/2024 10/22/2024 10/23/2024 10/24/2024	Atlantic City, NJ	NJ School Boards Association Workshop 2024	\$2200.00	11-000-230-585-58-23-000
Friedman, E.	09/09/24	10/25/2024	East Windsor, NJ	NJALC Fall Symposium 2024	\$165.00	11-000-219-580-58-03-000

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- 9. **Facilities:**
- 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:**
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-** 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 _____