

WATERFORD TOWNSHIP BOARD OF EDUCATION

**NOTICE OF MEETING: REGULAR BOARD MEETING – October 16, 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- Matthew DeNafo

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, WTSO.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

- A. District NJSLA Presentation- *Dr. Michael Nolan***
- A. HIB Self-Assessment Report for the 2023-2024 School Year- *Ms. Heather Kondas***
- B. SSDS- Report Period 2- January 2023-June 2024- *Ms. Heather Kondas***

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. Board Meeting** September 18, 2024
- C. Closed Session** September 18, 2024

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

- A. Monthly District Reports-**
 - 1. Monthly Wellness Report
 - 2. Fire/Security Drill Log

B. Enrollment:

Grade	2023-2024 # of Students	2024-2025 # of Students
PK (3 yr. old)	52	78
PK (4 yr. old)	98	71
PK (5 yr. old)	2	1
Sub Total:	152	150
K	108	108
1 st	110	112
2 nd	95	110
3 rd	109	97
4 th	118	108
5 th	114	117
6 th	132	115
Sub Total:	786	767
Total:	938	917

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C. Suspension Report:

SID#	Date	Incident	School	Location	Reported by	Resolution
6287762153	9/19/24	Inappropriate Comment (Racial Slur)	WES	Playground	Staff	• 1 Day Out of School Suspension
7401105283	9/23/24	Fighting	WES	Playground	Assistant Principal	• 2 Day Out of School Suspension
5796831405	9/23/24	Fighting	WES	Playground	Assistant Principal	• 2 Day Out of School Suspension
1716511218	9/23/24	Fighting	WES	Playground	Assistant Principal	• 2 Day Out of School Suspension
3788284252	9/27/24	HIB Confirmed	WES	Classroom	Principal	• 1 Day Out of School Suspension
6516329620	9/30/24	Inciting or Participating in a Disturbance	WES	Playground	Staff	• 1 Day Out of School Suspension
1132129907	9/30/24	Inciting or Participating in a Disturbance	WES	Playground	Assistant Principal	• 1 Day Out of School Suspension
1251154551	10/1/24	HIB Confirmed	WES	Classroom	Principal	• 1 Day Out of School Suspension
5459327107	10/1/24	HIB Confirmed	WES	Classroom	Principal	• 1 Day Out of School Suspension
7976768673	10/1/24	HIB Confirmed	WES	Classroom	Principal	• 1 Day Out of School Suspension

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
9510854791	2109432075	WES	9/16/24	9/25/24	No	• Restorative Circle Activity
6769755493	3788274252	WES	9/19/24	9/26/24	Yes	• 1 Day Out of School Suspension
6769755493	1251154551 5459327107 7976768673	WES	9/30/24	9/27/24	Yes	• 1 Day Out of School Suspension for 3 Aggressors
1342376972	6769755493	WES	10/2/24	10/7/24	No	• Restorative Circle Activity

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. School Self-Assessment for Determining Grades Under the Anti-Bullying Bill of Rights Act:

Approve the submission of the 2023-2024 School Self-Assessment for Determining Grades under the Anti-Bullying Bill of Rights Act to the New Jersey Department of Education.

4. Superintendent Evaluation Calendar:

Approve the Superintendent Evaluation calendar for the 2024-2025 school year. (See Attachment A-4).

5. Fieldwork Experience for Fall, 2024:

Name	College	Location	Grade	Teacher	Dates	# of Hours
Valeriano, Brianna	Camden County	Atco	2	Iadonisi	Fall, 2024	15 hours

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- 6. **Approve the following policy for the first reading:**
n/a
- 7. **Approve the following policy for the second reading:**
a. Policy #5440- Honoring Student Achievement
- 8. **Acknowledge receipt of the following regulations:**
n/a

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

Upon the recommendation of the Superintendent:

1. Retirement of Certified Staff Member:

Approve the retirement of Colleen Garretson, Elementary Special Education Teacher, with gratitude and appreciation for 37 years of service, effective January 1, 2025. (UPC: #30-50-S2 / AQU)

2. Perfect Attendance Award -- September 2024:

Acknowledge and congratulate the recipient of September’s Perfect Attendance Award, Nicole Davis. She currently works at our Atco Elementary School working with students in her role as a Paraprofessional. Ms. Davis will be receiving a \$50.00 Amazon gift card as this month’s winner!!

3. Leave-of-Absence:

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

Staff Member	Dates	Classification
4739	10.30.24 – 11.17.24	FMLA (acknowledge)

4. 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 9.19.24:

Name	Curr Pos.	Curr UPC	Curr Loc	Curr Step	Curr Rate/Hr	Curr Hrs/Day	Curr Days/Yr	New Pos.	New UPC	New Loc	New Step	New Rate/Hr	New Hrs/Day	New Days/Yr
Campione, Alicia	Permanent Para Substitute	23-80-PP / BAP	Dist	1	16.85	6	185	Para HQ (PreK)	20-45-P2 / ARI	TR	1	18.15	6	185
Small, Stephanie	Permanent Para Substitute	23-80-PP / BAO	Dist	1	16.85	6	185	Para (PreK-Dis)	20-45-EX / ARC	TR	1	16.85	6	185

5. 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)
Sylvia, Brandi	Paraprofessional Non-Instructional (Cafeteria) Aide	\$18.12 17.06	\$19.93 18.76

6. 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	12.13.24	3	\$59,850	1.0

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7. Create/Abolish Support Staff Positions:

Approve the following created/abolished Support Staff positions for the 2024-2025 school year:

Position	Loc.	Create/ Abolish	UPC	FTE	Account Number
Paraprofessional	Atco	Create	20-50-EX/ BBX	1	11-000-217-106-00-00-040

8. Appointment of Homebound Instructors for the 2024-2025 School Year:

Approve the following Certified Staff members to provide home instruction to students on an as-needed basis for the 2024-2025 school year:

Name	Hourly Rate	Number of Hours
Bromley, Casey	\$55.00	Based on student need
Fieger, Megan	55.00	Based on student need
Komis, Danielle	55.00	Based on student need
O'Donnell, Jill	55.00	Based on student need
Oleson, Elaine	55.00	Based on student need
Peterson, Samantha	55.00	Based on student need

9. Approve the following policy for the first reading:

- a. Policy #3160- Physical Examination-Teacher Staff Members
- b. Policy #4160- Physical Examination-Support Staff Members

10. Approve the following policy for the second reading:

n/a

11. Acknowledge receipt of the following regulations:

- a. Regulation #3160- Physical Examination- Teaching Staff Members
- b. Regulation #4160- Physical Examination- Support Staff Members

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

Upon the recommendation of the Superintendent:

1. Approval of Expenditures (as per attached):

Approve the payment of bills and claims:

- Bills List #1- \$1,482,660.20
- Bills List #2- \$ 32,152.24

2. Grants:

- a. Accept the submission of the Women’s Club Grant Applications for the 2024-2025 school year.
- b.

Grantor	School	Amount	Purpose	Attachment
Reflex	WES	40 seats	Student progress report and data	No
Reflex	Atco	20 seats	Student progress report and data	No
WTHSA	WES	\$544.00	Team up day transportation	No
Petsintheclassroom.org	TR	Pet fish	Make students feel at ease	No

3. Contracts:

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4. Tuition Contracts:

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

SID #	School	From	To	Amount	Send/Receive	Attachment
1242928340	East Mountain School	9/5/24	6/30/24	\$90,000	Send	N/A
8013216123	Burlington Twp.	10/10/24	6/30/24	\$12,510.81	Receive	N/A
2342579291	Burlington Twp.	10/10/24	6/30/24	\$12,946.86	Receive	N/A

Vendor	Purpose	From	To	Amount	Attachment
CC Technical Schools	Vocational Education	9/1/24	6/30/25	\$47,318	No
Lindenwold Board of Education	Jointure Contract	9/9/24	6/18/25	\$23,389.20	No

5. Budget:

Approve the Budget Calendar for the 2025-2026 school year. (See Attachment C-5).

6. 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 #
Knoll, M.	09/16/2024	02/24/2025 02/25/2025	Princeton, NJ	2025 NJAHPERD Annual Convention	\$350.00	11-000-223-580-58-06-100
Knoll, M.	09/16/2024	11/11/2024	Somerset, NJ	2024 NJAHPERD Health Education Conference	\$125.00	11-000-223-580-58-06-100
Magenta, A.	09/19/2024	11/14/2024	Galloway, NJ	504 Plans Compliance	\$106.00	11-000-219-580-58-03-000
Bowman, A.	09/27/2024	01/15/2025 01/16/2025 01/17/2025	Orlando, FL	Conference for Educators in Technology and Steam	\$399.00	11-000-223-580-58-06-100

7. Facilities:

- a. Approve the Comprehensive Maintenance Plan and Annual Maintenance Budget Amount Worksheet. (See Attachment C-7-a).
- b. Approve a New Jersey Department of Education Waiver Application for preschool classroom square foot requirements. (See Attachment C-7-b).
- c. Approve the Application for Dual Use of Educational Space. (See Attachment C-7-c).
- d. Approve the Toilet Room Facilities for Early Intervention, Pre-Kindergarten and Kindergarten Classrooms. (See Attachment C-7-d).
- e. Change of Use. (See Attachment C-7-e).

8. Transportation:

9. 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

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D. BYLAWS–*Barbara Libak Fanz*

1. Approve the following policy for the first reading:

- a. Policy #0164.6- Remote Public Board Meetings During a Declared Emergency (Abolish)
- b. Policy #0141- Board Member Number and Term (Abolish)
- c. Policy #0141.1- Board Member Number and Term-Sending District

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 _____