

## October 2024 Attachments

Item #	Description	Status
I-C	Resolution Authorizing Closed Session	Complete
V-A	August 21, 2024 Board Meeting Minutes	Complete
V-B	September 18, 2024 Board Meeting Minutes	Complete
V-C	September 18, 2024 Closed Session Minutes	Complete
VI-A-1	Monthly Wellness Report	Complete
VI-A-2	Fire/Security Drill Log	Complete
A-4	Superintendent Evaluation Calendar	Complete
A-7-a	P 5440- Honoring Student Achievement	Complete
B-9-a	P 3160- Physical Examination-Teacher Staff Members	Complete
B-9-b	P 4160- Physical Examination- Support Staff Members	Complete
B-11-a	R 3160- Physical Examination-Teaching Staff Members	Complete
B-11-b	R 4160- Physical Examination- Support Staff Members	Complete
C-1	Bills Lists	Complete
C-5	Budget Calendar for the 2025-2026 School Year	Complete
C-7-a	Comprehensive Maintenance Plan and Annual Maintenance Budget Amount Worksheet	Complete
C-7-b	NJ Department of Education Waiver Application for Preschool Classroom Square Foot Requirements	Complete
C-7-c	Application for Dual Use of Educational Space	Complete
C-7-d	Toilet Room Facilities for Early Intervention, Pre-Kindergarten, and Kindergarten Classrooms	Complete
C-7-e	Change of Use	Complete
D-1-a	P 0164.6- Remote Public Board Meetings During a Declared Emergency	Complete
D-1-b	P 0141- Board Member Number and Term	Complete
D-1-c	P 0141.1- Board Member Number and Term-Sending District	Complete

**WATERFORD TOWNSHIP BOARD OF EDUCATION  
REGULAR BOARD MEETING MINUTES – August 21, 2024  
WATERFORD ELEMENTARY SCHOOL**

**DRAFT**

**V-A**

**I. MEETING CALLED TO ORDER 6:35 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: Benjamin De Vuyst, Barbara Libak Fanz, Jason Galante, Daniel Hoover, Thomas Leach, Michael McClintock, Ehren O'Donnell

Members absent: Matthew DeNafo, 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 Mr. Leach 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. De Vuyst, seconded by Mr. Galante, and carried by unanimous voice consent to approve the resolution authorizing closed session.

**D. MOTION TO APPROVE THE RETURN TO OPEN SESSION**

A motion was made by, Mr. O'Donnell, seconded by Mr. De Vuyst, and carried by unanimous voice consent to return to open session at 7:00 p.m.

**E. FLAG SALUTE**

Ms. Libak Fanz led the Pledge of Allegiance.

**F. MISSION STATEMENT**

Mr. McClintock read the Mission Statement.

**G. STATEMENT TO THE PUBLIC**

Mr. McClintock read the statement to the public.

**II. COMMITTEE REPORTS**

- A. EDUCATION -** Mr. O'Donnell gave an oral report.
- B. PERSONNEL -** Mr. McClintock gave an oral report.
- C. BUSINESS -** Mr. Hoover gave an oral report.

**III. PRESENTATIONS - None**

**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 Mr. Leach, seconded by Mr. Galante, 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. Leach, seconded by Ms. Libak Fanz, 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. McClintock, Mr. Galante, and Mr. De Vuyst abstained from item A)

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

**VI. SUPERINTENDENT'S REPORT**

A motion was made by Mr. McClintock, seconded by Mr. De Vuyst, and carried by a unanimous roll call vote to approve the following items. (Mr. Leach abstained from item 11.)

**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 <sup>st</sup>	19	27
2 <sup>nd</sup>	27	17
3 <sup>rd</sup>	27	11
4 <sup>th</sup>	17	15
5 <sup>th</sup>	13	22
6 <sup>th</sup>	20	0
<b>Total:</b>	<b>144</b>	<b>129</b>

**C. Suspension Report:**

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

**VII. 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 17 and addendum items 18 & 19. (Mr. Leach abstained from item 11.)

**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 Iocono	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
18. **Waterford Township School District Staff Handbook for the 2024-2025 School Year:**  
Approve the Waterford Township School District Staff Handbook for the 2024-2025 school year. (See Attachment A-18).

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**19. Waterford Township Curriculum Guides 2024-2025:**

Approve the following curriculum guides for 2024-2025:

- English Language Arts
- Mathematics
- Science
- Social Studies
- Visual and Performing Arts
- World Language
- Comprehensive Health and Physical Education
- Technology/STEAM (Computer Science & Design Thinking)
- Career Readiness, Life Literacies & Key Skills (embedded in other subject areas)
- Counseling Curriculum
- Gifted and Talented

**B. PERSONNEL**

A motion was made by Mr. De Vuyst, seconded by Mr. Galante, and carried by a roll call vote to approve items 1 through 5, addendum item 6, items 7 through 1, addendum item 17 through 22. (Ms. Libak Fanz abstained from item 3.)

**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	\$18.12 / hr	\$19.93 / hr
	Non-Instructional (café) Aide	17.06 / hr	18.76 / hr
Hageman, Donna	Paraprofessional	\$18.12 / hr	19.93 / hr
	Non-Instructional (café) Aide	17.06 / hr	18.76 / hr
Iocono, Sharon	Paraprofessional	\$18.12 / hr	19.93 / hr
	Non-Instructional (café) Aide	17.06 / 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

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**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

**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. – Liz DiPasquale	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	Heather DeNafo Candice Michelini	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	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
Abbott, Rebecca	Non-Instructional (café) Aide	20-40-NA / AXY	Atco	2	16.12	2.5	185	Para pro	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).

**WATERFORD TOWNSHIP BOARD OF EDUCATION  
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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).

13. Approve Agreement to mediate Sherri Stites vs. 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

17. **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
Odenbach, Lesly	Paraprofessional HQ	20-50-EX / AKX	WES	1	\$18.15	6	185	1.0

18. **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)
Clark, Jaime	BA	BA +15	1	1	\$59,450	\$60,727

19. **Resignation of Non-Certified Staff Member(s):**  
Approve the resignation of the following staff member(s):

Name	Location	Position	UPC	Effective Date
Fitzpatrick, Maria	District	Permanent Paraprofessional Substitute (HQ)	23-80-PP / BAP	8.18.24
LaForge, Alexandria	Atco	HQ Paraprofessional	20-40-EX / ASX	8.19.24

20. **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:

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Name	Curr Pos.	Curr UPC	Curr Loc	Curr Step	Curr Rate/ Hr	Curr Hrs/ Day	Curr Day s/Yr	New Pos.	New UPC	New Loc	New Step	New Rate/ Hr	New Hrs /Day	New Days Yr
Campione, Alicia	Non-Instruc (café) Aide	20-50-NA/ APD	WES	1	16.85	4	185	Perm. Para Sub	23-80-PP / BAP	Dist	1	16.85	6	185
Morelli, Tiffany	Non-Instruc (café) Aide	20-50-NA/ ATA	WES	1	16.12	4	185	Parapro	20-40-EX / ASX	Atco	1	16.85	6	185

**21. Create Certified Staff Position:**

Approve the created Certified Staff position for the 2024-2025 school year.

Position	Loc.	Create/ Abolish	UPC	FTE	Account Number
Supervisor of Early Childhood	TR	Create	40-45-P2 / BBQ	1.0	20-218-200-102-00-00-000

**22. Position Change of Certified Staff Member for the 2024-2025 School Year:**

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

Name	Curr. Loc.	Current Assignment	Current UPC	Curr Salary	Curr FTE Days / Yr	New Loc.	New Assignment	New UPC	New Salary	New FTE Days / Yr
Biggs, Michelle	TR	Teacher Coach PreK	30-45-P2 / ADR	68,852	1.0 185	TR	Supervisor of Early Childhood	40-45-P2 / BBQ	96,500	1.0 260

**C. BUSINESS**

Upon the recommendation of the Superintendent, a motion was made by Mr. Leach, seconded by Mr. De Vuyst, and carried by a roll call vote to approve items 1 through 11, and addendum items 12 through 14. (Ms. Libak Fanz abstained from item 8.)

**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.

**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.

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**2. 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

**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.

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**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

**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

12. To accept the Annual Petty Cash Report for the 2023-2024 school year. (See Attachment C-12).

13. To revise the establishment of petty cash funds and new bank accounts. (See Attachment C-13).

**WATERFORD TOWNSHIP BOARD OF EDUCATION  
REGULAR BOARD MEETING MINUTES August 21, 2024**

14. To accept the Competitive Contracting Report and approve the resolution Awarding a Contract to NJ Tutoring Corp. (See Attachment C-14)

**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 - nothing to report.
- C. **New Jersey School Boards Association-** Mr. Hoover - nothing to report.
- D. **Camden County Educational Services Commission-** Mr. De Vuyst gave an oral report.
- E. **Hammonton-** Ms. Hunter – no report.
- F. **Board President's Report-** no 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. O'Donnell, seconded by Mr. Galante, and carried by unanimous voice consent to open the meeting to the public.  
  
none
- B. A motion was made by Mr. De Vuyst, seconded by Mr. McClintock, and carried by unanimous voice consent to close the meeting to the public.

**XI. MEETING ADJOURNMENT at 7:12 p.m.**

A motion was made by Mr. Hoover, seconded by Mr. Galante and carried by unanimous voice consent to adjourn the meeting.

Respectfully Submitted,



Daniel J. Fox

Assistant Superintendent for Business/Board Secretary



**WATERFORD TOWNSHIP BOARD OF EDUCATION  
REGULAR BOARD MEETING MINUTES – September 18, 2024  
WATERFORD ELEMENTARY SCHOOL**

**DRAFT**

**V-B**

**I. MEETING CALLED TO ORDER 6:32 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, Barbara Libak Fanz, Jason Galante, Rosemarie Hunter, Thomas Leach, Michael McClintock

Members absent: Benjamin De Vuyst, Daniel Hoover, Ehren O'Donnell

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 Ms. Libak Fanz, seconded by Mr. Galante, 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 Ms. Hunter, seconded by Mr. Leach, and carried by unanimous voice consent to approve the resolution authorizing closed session.

**D. MOTION TO APPROVE THE RETURN TO OPEN SESSION**

A motion was made by, Ms. Libak Fanz, seconded by Mr. Galante, and carried by unanimous voice consent to return to open session at 7:03 p.m.

**E. FLAG SALUTE**

Ms. Libak Fanz led the Pledge of Allegiance.

**F. MISSION STATEMENT**

Ms. Libak Fanz read the Mission Statement.

**G. STATEMENT TO THE PUBLIC**

Mr. McClintock read the statement to the public.

**II. COMMITTEE REPORTS**

- A. EDUCATION -** Ms. Libak Fanz gave an oral report.
- B. PERSONNEL -** Mr. Mc Clintock gave an oral report.
- C. BUSINESS -** Mr. Leach gave an oral report.

**III. PRESENTATIONS – "Welcome Back"-Ms. Manna**

**IV. COMMENTS FROM THE PUBLIC ON AGENDA ITEMS ONLY**

- A.** A motion was made by Ms. Hunter, 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 Ms. Hunter, seconded by Mr. McClintock, and carried by unanimous voice consent to close the meeting to the public.

**WATERFORD TOWNSHIP BOARD OF EDUCATION  
REGULAR BOARD MEETING MINUTES September 18, 2024**

**V. MINUTES**

A motion was made by Ms. Libak Fanz, seconded by Mr. Leach, 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. DeNafe and Ms. Hunter abstained from item A)

A motion was made by Ms. Libak Fanz, seconded by Mr. Leach, and carried by unanimous voice consent to table this item until the October 16<sup>th</sup>, 2024 BOE meeting.

A. ~~Board Meeting~~ ~~August 21, 2024~~

B. ~~Closed Session~~ ~~August 21, 2024~~

**VI. SUPERINTENDENT'S REPORT**

A motion was made by Ms. Hunter, seconded by Mr. Galante, and carried by a unanimous roll call vote to approve the following items.

**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 <sup>st</sup>	110	110
2 <sup>nd</sup>	95	110
3 <sup>rd</sup>	109	95
4 <sup>th</sup>	118	107
5 <sup>th</sup>	113	114
6 <sup>th</sup>	132	115
<b>Total:</b>	<b>935</b>	<b>907</b>

**C. Suspension Report:**

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

**VII. SUPERINTENDENT'S RECOMMENDATIONS**

**A. EDUCATION**

Upon the recommendation of the Superintendent, a motion was made by Ms. Libak-Fanz, seconded by Ms. Hunter, and carried by a roll call vote to approve the items 1 through 8.

**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						•

**WATERFORD TOWNSHIP BOARD OF EDUCATION  
REGULAR BOARD MEETING MINUTES September 18, 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
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:**

Regulation #5440- Honoring Student Achievement

**B. PERSONNEL**

A motion was made by Mr. Galante, seconded by Mr. McClintock, and carried by a roll call vote to approve items 1 through 8, and addendum item 9 through 16.

**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

**WATERFORD TOWNSHIP BOARD OF EDUCATION  
REGULAR BOARD MEETING MINUTES September 18, 2024**

**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

**9. 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
Dobbins, Maxine	Paraprofessional HQ (Preschool)	20-45-P2 / ALT	TR	1	18.15	6	185	1
Parker, Destini	Permanent Paraprofessional Substitute	23-80-PP / BAQ	District	9	18.25	6	185	1

**10. 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	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

**11. Create/Abolish Support Staff Positions:**

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

Position	Loc.	Create/Abolish	UPC	FTE	Account Number
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**WATERFORD TOWNSHIP BOARD OF EDUCATION  
REGULAR BOARD MEETING MINUTES September 18, 2024**

Curriculum Secretary	District	Abolish	60-25-C4 / AMB		.25	11-000-221-105-00-00-000
					.15	11-000-211-105-00-00-000
					.10	11-000-223-105-00-00-000
					.50	11-000-251-105-00-00-000
Building Secretary / Accounts Payable	Atco / District	Create	22-40-A2 / BBU		.5	11-000-240-105-00-00-040
					.5	11-000-251-105-00-00-000
Paraprofessional	WES	Create	20-50-S6 / BBV		1	11-213-100-106-00-00-100

**12. Job Description:**

Approve the job description for newly created position Building Secretary / Accounts Payable. (See Attachment B-12).

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

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

Name	Location	Position	UPC	Effective Date
Hoechst, Brittany	TR	Paraprofessional (PreK Disabilities)	20-45-EX / ARC	8.26.24

**14. Lateral Moves – Certified Staff Member:**

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)
Bromley, Casey	BA	BA +15	13	13	\$90,115	\$91,392

**15. Bereavement Leave Request:**

Approve / Acknowledge the request for a bereavement leave for the following staff member:

Staff Member	Dates	Classification	Approve/Acknowledge
5188	3 days – late November	Delayed Bereavement	Approve

**16. Resolution authorizing settlement with SS.**

**C. BUSINESS**

Upon the recommendation of the Superintendent, a motion was made by Mr. Leach, seconded by Mr. Galante, and carried by a roll call vote to approve items 1 through 11 and addendum item 12. (Ms. Libak Fanz abstained from item 4.)

**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.

**WATERFORD TOWNSHIP BOARD OF EDUCATION  
REGULAR BOARD MEETING MINUTES September 18, 2024**

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

**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:

**WATERFORD TOWNSHIP BOARD OF EDUCATION  
REGULAR BOARD MEETING MINUTES September 18, 2024**

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

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

12. **Grants:**

Grantor	School	Amount	Purpose	Attachment
USAC	District	15,000 annually for 3 years	Cyber security	No

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-** No report.
- C. **New Jersey School Boards Association-** No report.

**WATERFORD TOWNSHIP BOARD OF EDUCATION  
REGULAR BOARD MEETING MINUTES September 18, 2024**

- D. **Camden County Educational Services Commission-** Mr. Galante gave an oral report.
- E. **Hammonton-** Ms. Hunter gave an oral 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 Ms. Libak Fanz, seconded by Mr. Galante, and carried by unanimous voice consent to open the meeting to the public.

none

- B. A motion was made by Mr. McClintock, seconded by Mr. Leach, and carried by unanimous voice consent to close the meeting to the public.

**XI. MEETING ADJOURNMENT at 7:38p.m.**

A motion was made by Ms. Hunter, seconded by Mr. Libak Fanz and carried by unanimous voice consent to adjourn the meeting.

**Respectfully Submitted,**



**Daniel J. Fox  
Assistant Superintendent for Business/Board Secretary**



## SEPTEMBER MONTHLY WELLNESS REPORT

SEPTEMBER MONTHLY WELLNESS REPORT						
Date	Description	School	Class(es) Involved	Menu	Celebration/Curricular	CCS
9/3	Alphabet COOKIES	TR	PK - Litchko	Alphabet COOKIES	CURRICULAR	
9/27/24	Homemade applesauce	TR	PK - McGowan	Homemade applesauce	Cooking ITC card	

School Name	Drill Date	Drill Time	Weather Conditions	Type of Drill	# of Students Involved	# of Staff Involved	Brief Summary of Drill:
TR	9/4/24	10:46 AM	75 degrees, Sunny	Fire	244	65	Duration of drill: 2 minutes 1 second; No issues reported.
TR	9/5/24	9:52 AM	n/a	Active Shooter	246	68	Duration of drill: 8 minutes; Issues: Interior and exterior doors did not lock - continued to operate for all staff swipes; CST Office doors unlocked and Library doors unlocked.
Alco	9.10.2024	2:00 PM	79 degrees, Sunny	Fire	216	41	Duration of drill: 2 minutes 21 seconds, No issues reported
Alco	9.11.2024	10:00 AM	69 degrees	Active Shooter	213	40	Duration of drill: 3 minutes and 26 seconds. Issues reported Kitchen door left open and RM 11 could see the teacher
WES	9/11/24	9:15 AM	72 degrees, Sunny	Fire	412	99	Duration of drill: 1 minute, 20 seconds. No issues reported.
WES	9/12/2024	2:20 PM	82 degrees, Sunny	Non-Fire Evacuation	406	80	Duration of drill: 1 minute, 57 seconds. No issues reported.

**Superintendent Evaluation Calendar**

## District Goal Setting:

Who	What	When
Board & Superintendent	Establish district goals	August-October
Superintendent	Develop an action plan to support goals	October- November
Superintendent	Provide progress updates	On-going

## Superintendent Evaluation Process (Non-conflicted Board members only)

Who	What	When
Board & Superintendent	Superintendent Evaluation Training	May
Superintendent	Evaluation Pre-Conference	May
Superintendent	Inputs: District goals, achievement assessment, & supporting comments. Links to evidence for the six (6) standards for the board member consideration	May
Board	Individual members complete their evaluation	May/June
NJSBA	Compiles in responses	May/June
Board	Executive Session meeting to review compilation & determine majority opinion	June
Board President	Develop Summary Evaluation (majority opinion). NJSBA template available or own format. Shares with the Superintendent prior to Summary Conference.	June BOE Mtg
Board & Superintendent	Executive Session Summary Conference with full Board & Superintendent to discuss Summative Evaluation.	June BOE Mtg

# POLICY

## WATERFORD TOWNSHIP BOARD OF EDUCATION

Students

5440/Page 1 of 1

### HONORING STUDENT ACHIEVEMENT

#### 5440 HONORING STUDENT ACHIEVEMENT

General - The Board of Education believes that student achievement should be recognized at all levels in a manner appropriate to the pupil's accomplishment.

The Board directs the Superintendent/designee to develop criteria and procedures for presenting awards to pupils for scholarship and outstanding accomplishments in other areas of endeavor.

The Superintendent shall review and advise the Board on acceptance of proposed trophies, prizes, scholarships or other awards from non-school donors. Any such proposed award shall be free from bias as outlined in the district's affirmative action program.

Academic Recognition - The Board directs the Superintendent/designee to establish criteria and procedures for placing students in grades ~~five and six~~ **kindergarten to six** on academic honor rolls.

N.J.S.A. 18A:11-3

Adopted: 25 June 2014

Updated: 27 May 2020

**Updated: 16 October 2024**



# POLICY

## WATERFORD TOWNSHIP BOARD OF EDUCATION

Teaching Staff Members

3160/Page 2 of 3

PHYSICAL EXAMINATION (M)

### 3160 PHYSICAL EXAMINATION (M)

The Board of Education **shall** requires any ~~each~~ candidate for employment who has received a conditional offer of employment to ~~newly employed teaching staff member~~ undergo a physical examination pursuant to N.J.S.A. 18A:16-2.a. to determine whether the candidate is able to perform with reasonable accommodation job-related functions pursuant to P.L. 101-336. Americans with Disabilities Act of 1990 (ADA), pursuant to N.J.A.C. 6A:32-6.3.

If upon completing an examination it is determined a candidate for employment who received a conditional offer of employment is unable to perform with reasonable accommodation job-related functions pursuant to the provisions of the ADA, the conditional offer of employment will be rescinded either by the Superintendent of Schools, if the Board has not yet approved the appointment, or by the Board, if the Board had approved the appointment at a Board meeting.

In accordance with N.J.A.C. 6A:32-6.2(a), the Board will develop the requirements for the physical examination and provide for notification to candidates for employment regarding the requirements for the physical examination which shall include, but ~~not be is not~~ limited to, a health history to include past serious illnesses and injuries; current health problems; allergies; and a record of immunizations. The physical examination shall also include, but not be limiter to: a health screening to include height and weight; blood pressure; pulse and respiratory rate; vision screening; hearing screening; and Mantoux test for tuberculosis.

Pursuant to N.J.S.A. 18A:16-3, the Board shall bear the cost of physical examinations required by this Policy performed by a physician or institution designated by the Board. However, the candidate shall bear the cost if the examination is performed by a physician or institution designated by the candidate with approval of the Board. In the event the Board approves the physician or institution designated by the candidate to complete an examination required by this Policy, the candidate will be provided with the detailed requirements of the examination.

Teaching staff member physicals, examinations, and/or annual medical updates do not require screening or disclosure of HIV status.

The Board will follow the current New Jersey Department of Health Guidance for Tuberculosis (TB) Testing in New Jersey Schools.



# POLICY

## WATERFORD TOWNSHIP BOARD OF EDUCATION

Teaching Staff Members  
3160/Page 2 of 3  
PHYSICAL EXAMINATION (M)

~~The physical examinations required by this policy shall be limited to those assessments or information necessary to determine the individual's physical and mental fitness to perform with reasonable accommodation in the position he/she seeks or currently holds and to detect any health risks to pupils or other employees.~~

~~Physical examinations required by this policy may be conducted by a physician or institution designated by the Board or, at the employee's election, by a physician or institution designated by the employee and approved by the Board. The cost of any such examination conducted by the physician or institution designated by the Board shall be borne by the Board. The cost of any such examination conducted by the physician or institution chosen by the employee and approved by the Board shall be borne by the employee.~~

**Health records of candidates for employment and current teaching staff members, All staff members' medical and health records, including computerized records, shall will be secured and shall will be stored and maintained separately from other personnel files pursuant to N.J.A.C. 6A:32-6.3(d). The information contained in medical records shall will be kept confidential. Only the teaching staff member, the Superintendent, and the school medical inspector shall have access to medical information regarding an individual teaching staff member employee. The section of the medical record that contains the health history may be shared with the staff member's Building Principal and the school nurse with the consent of the staff member. Health records shall be the property of the Board and may be shared only with authorized individuals in accordance with N.J.S.A. 18A:16-5 and N.J.A.C. 6A:32-6.3(d).**

**Pursuant to N.J.A.C. 6A:32-6.3(c), an individual teaching A-teaching staff member may provide health status information, including medications, which may be of value to medical personnel in the event of an emergency requiring treatment. In such instances, a The staff member may also choose to share with the Principal, and, if desired, with the certified school nurse, information regarding current health status to assure ready access in a medical emergency. School employee physicals, examinations and/or annual medical updates do not require screening or disclosure of HIV status.**

**Pursuant to N.J.S.A. 18A:16-2, the Board may require Additional individual psychiatric or physical or psychiatric examinations of a teaching any staff member may be required by the Board whenever, in the Board's judgment of the Board, a teaching staff member shows evidence of deviation from normal physical or mental health. Any additional individual examinations will be pursuant to the requirements of N.J.A.C. 6A:32-6.3(b). Additional examinations and/or certifications may be required to verify fitness in accordance with Policy No. 3161 – Examination for Cause or disability in**



# POLICY

WATERFORD TOWNSHIP  
**BOARD OF EDUCATION**

Teaching Staff Members

3160/Page 2 of 3

PHYSICAL EXAMINATION (M)

accordance with Policy Nos. 3425 – **Work Related Disability Pay** and 3435 –  
**Anticipated Disability.**

42 U.S.C.A. 12101

N.J.S.A. 18A:16-2 et seq. **18A:16-3; 18A:16-5**

N.J.A.C. 6A:32-6.1; 6A:32-6.2; 6A:32-6.3

Adopted: 25 June 2014

Revised: 20 Nov 2024



# POLICY

## WATERFORD TOWNSHIP BOARD OF EDUCATION

Support Staff  
4160/Page 1 of 3

### PHYSICAL EXAMINATION (M)

#### 4160 PHYSICAL EXAMINATION (M)

The Board of Education shall requires any each candidate for employment who has received a conditional offer of employment to ~~employee newly employed support staff member~~ undergo a physical examination pursuant to N.J.S.A. 16-2.a. to determine whether the candidate is able to perform with reasonable accommodation job-related functions pursuant to P.L. 101-336, Americans with Disabilities Act of 1990 (ADA), pursuant to N.J.A.C. 6A:32-6.3.

If upon completing an examination it is determined a candidate for employment who received a conditional offer of employment is unable to perform with reasonable accommodation job-related functions pursuant to the provisions of the ADA, the conditional offer of employment will be rescinded either by the Superintendent of Schools, if the Board has not yet approved the appointment, or by the Board, if the Board had approved the appointment at a Board meeting

In accordance with N.J.A.C. 6A:32-6.2(a), the Board will develop the requirements for the physical examination and provide for notification to candidates for employment regarding the requirements for the which shall include, but is not be limited to, a health history to include past serious illnesses and injuries; current health problems; allergies; and a record of immunizations. The physical examination shall also include, but not be limited to, a health screening to include, but not be limited to: height and weight; blood pressure; pulse and respiratory rate; vision screening; hearing screening; and Mantoux test for tuberculosis.

Pursuant to N.J.S.A. 18A:16-3, the Board shall bear the cost of physical examinations required by this Policy performed by a physician or institution designated by the Board. However, the candidate shall bear the cost if the examination is performed by a physician or institution designated by the candidate with approval of the Board. In the event the Board approves the physician or institution designated by the candidate to complete an examination required by this Policy, the candidate will be provided with the detailed requirements of the examination.

School employee physicals, examinations and/or annual medical updates do not require screening or disclosure of HIV status.

The Board will follow the current New Jersey Department of Health Guidance for Tuberculosis (TB) testing in New Jersey Schools.





# POLICY

## WATERFORD TOWNSHIP BOARD OF EDUCATION

Support Staff  
4160/Page 1 of 3

### PHYSICAL EXAMINATION (M)

~~The physical examinations required by this policy shall be limited to those assessments or information necessary to determine the individual's physical and mental fitness to perform with reasonable accommodation in the position he/she seeks or currently holds and to detect any health risks to pupils or other employees.~~

~~Physical examinations required by this policy may be conducted by a physician or institution designated by the Board or, at the employee's election, by a physician or institution designated by the employee and approved by the Board. The cost of any such examination conducted by the physician or institution designated by the Board shall be borne by the Board. The cost of any such examination conducted by the physician or institution chosen by the employee and approved by the Board shall be borne by the employee.~~

**Health records of Candidates for employment and current support staff members**  
~~All staff members' medical and health records, including computerized records, shall will be secured and will be stored and maintained separately from other personnel files pursuant to N.J.A.C. 6A:32-6.3(d). The information contained in medical records shall will be kept confidential. Only the support staff member, the Superintendent, and the school medical inspector shall have access to medical information regarding an individual support staff member employee. Only the support staff member, the Superintendent, and the school medical inspector shall have access to medical information regarding an individual support staff member. The section of the medical record that contains the health history may be shared with the staff member's Building Principal and the school nurse with the consent of the staff member. Health records shall be the property of the Board and may be shared only with authorized individuals in accordance with N.J.S.A. 18A:16-5 and N.J.A.C. 6A:32-6.3(d).~~

**Pursuant to N.J.A.C. 6A:32-6.3(c), an individual** A support staff member may provide health status information, including medications, which may be of value to medical personnel in the event of an emergency requiring treatment. **In such instances, The support staff member** may also choose to share with the Principal and, if desired, with the certified school nurse, information regarding current health status to assure ready access in a medical emergency.

**Pursuant to N.J.S.A. 18A:16-2, Additional individual psychiatric or physical or psychiatric examinations of any a support staff member may be required by the Board** whenever, in the **Board's judgment of the Board**, a staff member shows evidence of deviation from normal physical or mental health. Any additional individual examinations will be pursuant to the requirements of N.J.A.C. 6A:32-6.3(b). Additional examinations and/or certifications may be required to verify fitness in accordance with Policy No. 3161



# POLICY

## WATERFORD TOWNSHIP BOARD OF EDUCATION

Support Staff  
4160/Page 1 of 3

### PHYSICAL EXAMINATION (M)

- **Examination for Cause** or disability in accordance with Policy Nos. 4425 – **Work Related Disability Pay** and 4435 – **Anticipated Disability**.

42 U.S.C.A. 12101

N.J.S.A. 18A:16-2 et seq. **18A:16-3; 18A:16-5**

N.J.A.C. 6A:32-6.1; 6A:32-6.2; 6A:32-6.3

Adopted: 25 June 2014

Revised: 20 November 2024



# REGULATION

## WATERFORD TOWNSHIP BOARD OF EDUCATION

TEACHING STAFF MEMBERS  
R 3160/Page 6 of 6  
PHYSICAL EXAMINATION (M)

### R 3160 PHYSICAL EXAMINATION (M)

#### A. Definitions

1. ~~"Employee assurance statement" means a statement signed by the employee certifying that information supplied by the employee is true to the best of the employee's knowledge.~~
2. "Employee" or "staff member" means the holder of any full-time or part-time position of employment.
3. "Health history" means the record of a person's past health events obtained in writing, completed by the individual or their physician.
4. "Health screening" means the testing of people, using one or more diagnostic tools, to determine the presence or precursors of a particular disease.
5. ~~"Medical evaluation" means the examination of the body by the school medical inspector or by any physician licensed to practice medicine.~~
6. "Physical examination" means the assessment of an individual's health by **a professional licensed to practice medicine or osteopathy, or by an advanced practice nurse or physician assistant. Physical examination includes specific procedures required by statute as stated in N.J.A.C. 6A:16-2.2.**
7. ~~"Psychiatric examination" means an examination for the purpose of diagnosis and treatment of mental disorders.~~
8. "Physician assistant" means a health care professional licensed to practice medicine with physician supervision.

#### B. Employees' Initial Physical Examination

1. **Candidates for employment who have received a conditional offer of employment** ~~Each newly employed teaching staff member~~ shall be required to undergo a physical examination. The physical examination shall include, but is not limited to a health history **and**, health screenings, ~~and medical evaluation. to~~



# REGULATION

## WATERFORD TOWNSHIP BOARD OF EDUCATION

TEACHING STAFF MEMBERS  
R 3160/Page 6 of 6  
PHYSICAL EXAMINATION (M)

determine whether the candidate is able to perform with reasonable accommodation job-related functions pursuant to P.L. 101-336, Americans with Disabilities Act of 1990 (ADA). The candidate for employment will be provided the Board's requirements for the physical examination.

1. A health history shall be completed by the employee or by his/her physician which shall include the employee's:
  - a. Past serious illnesses and injuries;
  - b. Current health problems;
  - c. Allergies; and
  - d. Record of immunizations.
2. ~~The employee shall submit to~~ A health screenings which shall include, but is not limited to his/her:
  - a. Height
  - b. ~~and~~ Weight;
  - c. Blood pressure;
  - d. Pulse and respiration rate;
  - e. Vision screening;
  - f. Hearing screening.

### C. Medical Requirements upon Employment

1. **The Board will follow the current New Jersey Department of Health Guidance for Tuberculosis (TB) Testing in New Jersey Schools.**
3. ~~Health screening shall also include a Mantoux test for the presence of tuberculosis.~~



# REGULATION

## WATERFORD TOWNSHIP BOARD OF EDUCATION

### TEACHING STAFF MEMBERS R 3160/Page 6 of 6 PHYSICAL EXAMINATION (M)

- a. ~~A newly employed member will be exempt from the Mantoux test if he/she presents satisfactory documentation of a test~~
    - (1) ~~Administered in a New Jersey school district from which the member has transferred, or~~
    - (2) ~~Administered in any place within the six months previous to the member's initial employment in this district.~~
  - b. ~~Procedures for the administration of the Mantoux test, interpretation of reactions, follow-up procedures, and reporting shall be conducted in accordance with the guidelines issued by the State Department of Health and titled School Tuberculin Testing in New Jersey.~~
  - c. ~~If the results of the Mantoux test so indicate, the employee shall be referred for a chest X ray and medical evaluation to determine the presence of tuberculosis at the employee's expense. The employee shall submit the report of the X ray and evaluation to the school medical inspector. If the school medical inspector does not receive the report within four weeks of the referral or is unwilling to accept the findings of the report, he/she may direct the employee to submit to a chest X ray examination at Board expense, the results of which will be reported directly to the school medical inspector.~~
  - d. ~~An employee who presents a physician's or nurse practitioner's documentation, acceptable to the school medical inspector, showing significant tuberculin reaction and a subsequent negative chest X ray will be exempt from the Mantoux test.~~
4. ~~A medical evaluation that shall be limited to those assessments or information necessary to determine the employee's physical and mental fitness to perform with reasonable accommodation in the position which the employee seeks or currently holds and to detect any health risks to pupils and other employees. The employee's medical evaluation shall include, but not be limited to, a record of immunizations. Guidance regarding immunizations for adults may be found in "Adult Immunization: Recommendations of the Immunization Practices Advisory Committee (ACIP)", available from the Immunization Program, Centers for Disease~~



# REGULATION

## WATERFORD TOWNSHIP BOARD OF EDUCATION

TEACHING STAFF MEMBERS  
R 3160/Page 6 of 6  
PHYSICAL EXAMINATION (M)

~~Control, Public Health, U.S. Department of Health and Human Services,  
Atlanta GA 30333.~~

2. A teaching staff member may provide health status information, including medications, which may be of value to medical personnel in the event of an emergency requiring treatment. The staff member may also choose to share with the Principal and, if desired, with the certified school nurse, information regarding current health status to assure ready access in a medical emergency pursuant to N.J.A.C. 6A:32-6.3(c).

### D. Health Records

1. ~~All employee medical Health records of candidates for employment who have received a conditional offer of employment and of current employees,,~~ including computerized records, shall be secured, and shall be stored and maintained separate from other personnel files in accordance with N.J.A.C. 6A:32-6.3(d).
2. ~~Only the employee, the Superintendent, and the school medical inspector shall have access to the medical information in that individual's file.~~
3. ~~The portion of the employee's medical record containing a health history may be shared with the Principal and the school nurse with the consent of the employee, as provided in B.5.above.~~
2. **Health records shall be the property of the Board and may be shared only with authorized individuals in accordance with N.J.S.A. 18A:16-5 and N.J.A.C. 6A:32-6.3(d).**

### D. Employees' Physical Examination and Medical Updates

**Teaching Staff Member School employee** physical, examinations and/or annual medical updates shall not require disclosure of HIV status.

### E. ~~Candidates Records~~

1. ~~All records regarding pre-employment physicals and drug tests will be maintained in separate medical files and treated as confidential medical records. These records will be:~~
  - a. ~~Kept separate from a candidate's personnel file;~~



# REGULATION

## WATERFORD TOWNSHIP BOARD OF EDUCATION

TEACHING STAFF MEMBERS  
R 3160/Page 6 of 6  
PHYSICAL EXAMINATION (M)

- ~~b. Kept in a locked cabinet in a central school district location; and~~
  - ~~c. Accessible only to the Superintendent and/or designee.~~
- 2. The records of a ~~candidate's~~ physical examination **or testing** of a candidate for employment who has received a conditional offer of employment will be reviewed **by the Superintendent** and/or ~~submitted to the school medical review officer inspector, who will to~~ determine a the candidate's physical and mental fitness to function with reasonable accommodation in the position for which ~~he/she~~ the candidate has made application. That determination will be made a part of the candidate's application.
- 3. ~~A candidate's medical records will be maintained separately from his/her application and will be kept confidential in accordance with paragraph D.~~
  - ~~a. If and when the candidate is employed by this district, the records will be kept in the person's medical file.~~
  - ~~b. If the candidate is not employed by this district within three years, the records will be destroyed.~~

### **Rescinding a Conditional Offer of Employment – Notice to Candidates for Employment Who Receive a Conditional Offer of Employment**

1. All candidates for employment who receive a conditional offer of employment shall be informed by the district that:
  - a. An offer of employment by the Superintendent of Schools or designee is conditional upon completion of the Board's required physical examinations, tests, and assessments;
  - b. The required examinations, tests, and assessments will be used to determine the candidate's ability to perform with reasonable accommodations job-related functions pursuant to ADA; and
  - c. If it is determined upon completing the examinations, tests, or assessments the candidate is unable to perform with reasonable accommodations job-related functions pursuant to the



# REGULATION

## WATERFORD TOWNSHIP BOARD OF EDUCATION

TEACHING STAFF MEMBERS  
R 3160/Page 6 of 6  
PHYSICAL EXAMINATION (M)

**provisions of the ADA, the conditional offer of employment will be rescinded either by the Superintendent if the Board has not yet approved the appointment or by the Board, if the Board had approved the appointment at a Board meeting.**

Adopted: 25 June 2014  
Revised: 20 November 2024





# REGULATION

## WATERFORD TOWNSHIP BOARD OF EDUCATION

SUPPORT STAFF  
R 4160/Page 4 of 5  
PHYSICAL EXAMINATION (M)

### R 4160 PHYSICAL EXAMINATION (M)

#### A. Definitions

1. "Employee" or "staff member" means the holder of any full-time or part-time position of employment.
2. "Health history" means the record of a person's past health events obtained in writing, completed by the individual or their physician.
3. "Health screening" means the testing of people, using one or more diagnostic tools, to determine the presence or precursors of a particular disease.
4. "Physical examination" means the assessment of an individual's health by a professional licensed to practice medicine or osteopathy, or by an advanced practice nurse or physician assistant. **Physical examination includes specific procedures required by statute as stated in N.J.A.C. 6A:16-2.2.**
5. "Physician assistant" means a health care professional licensed to practice medicine with physician supervision.

#### B. Physical Examination – Candidates for Employment Who Have Received a Conditional Offer of Employment

1. Candidates for employment who have received a conditional offer of employment shall be required to undergo a physical examination. The physical examination shall include, but is not limited to a health history and health screenings to determine whether the candidate is able to perform with reasonable accommodation job-related functions pursuant to P.L. 101-336, Americans with Disabilities Act of 1990 (ADA). The candidate for employment will be provided the Board's requirements for the physical examination.
  - a. A health history shall include the candidate's:
    - (1) Past serious illnesses and injuries;



# REGULATION

## WATERFORD TOWNSHIP BOARD OF EDUCATION

SUPPORT STAFF  
R 4160/Page 4 of 5  
PHYSICAL EXAMINATION (M)

- (2) Current health problems;
  - (3) Allergies; and
  - (4) A record of immunizations.
- b. A health screening shall include, but is not limited to, his/her:
- (1) Height;
  - (2) Weight;
  - (3) Blood pressure;
  - (4) Pulse and respiration rate;
  - (5) Vision screening; and
  - (6) Hearing screening.

### C. Medical Requirements Upon Employment

1. The Board will follow the current New Jersey Department of Health Guidance for Tuberculosis (TB) Testing in New Jersey Schools. ~~A Mantoux tuberculosis test shall be given upon employment of all newly hired staff members (full time and part time), and to all student teachers, school bus drivers on contract with the district, and to contractors or volunteers who have contact with. Tuberculosis testing is not required for volunteers working with students less than twenty hours per month.~~

~~a. Tuberculosis testing is not required:~~

~~(1) For new staff members, student teachers, and contractors of the school district with a documented negative tuberculosis test result in the last six months or a documented positive tuberculosis test, regardless of when this test was done; or~~

~~(2) For a school district staff member transferring between school districts or from a non public school within~~



# REGULATION

## WATERFORD TOWNSHIP BOARD OF EDUCATION

SUPPORT STAFF  
R 4160/Page 4 of 5  
PHYSICAL EXAMINATION (M)

~~New Jersey with a documented tuberculosis test result upon  
his/her initial employment by a New Jersey school.~~

~~b. Staff members, student teachers, contractors or  
volunteers who have contact with students and claim a religious  
exemption cannot be compelled to submit to tuberculosis testing. In these  
instances, a symptom assessment must be done (TB-8 Form). If TB-like  
symptoms are reported, a physician must document that the  
staff member, student teacher, contractor, or volunteer does not have  
an active disease.~~

~~(1) The school district shall determine the criteria essential to  
document a valid religious exemption.~~

~~c. Procedures for the administration of the Mantoux tuberculosis  
test, interpretation of reactions, follow-up procedures, and  
reporting shall be conducted in accordance with the guidelines and  
requirements of the New Jersey Department of Health.~~

2. An individual support staff member may provide health status information, including medications, that may be of value to medical personnel in the event of an emergency requiring treatment. In such instances, the staff member may also choose to share with the Principal and, if desired, with the certified school nurse, information regarding current health status to assure ready access in a medical emergency pursuant to N.J.A.C. 6A:32-6.3(c).

### D. Health Records

1. ~~All H~~health records of candidates for employment who have received a conditional offer of employment and of current employees, including computerized records, shall be secured, stored and maintained separately from other personnel files **in accordance with N.J.A.C. 6A:32-6.3(d).**
2. Health records **shall be the property of the Board and** may be shared only with authorized individuals in accordance with N.J.S.A. 18A:16-5 and N.J.A.C. 6A:32-6.3(d).

### E. ~~Employees' Physical Examination and Medical Updates~~



# REGULATION

## WATERFORD TOWNSHIP BOARD OF EDUCATION

SUPPORT STAFF  
R 4160/Page 4 of 5  
PHYSICAL EXAMINATION (M)

~~1. School employee physicals, examinations and/or annual medical updates shall not require disclosure of HIV status.~~

### F. Review of Examinations and Assessments

1. The results of ~~a the~~ physical examination ~~or testing~~ of a candidate for employment who has received a conditional offer of employment will be reviewed by **the Superintendent** and the school physician and/or Medical Review Officer, ~~who, in consultation with the Superintendent,~~ **will to** determine ~~a the~~ candidate's physical and mental fitness to function with reasonable accommodation in the position for which **the candidate** ~~he/she~~ has made application. That determination will be made a part of the candidate's application.

### G. Rescinding a Conditional Offer of Employment – Notice to Candidates for Employment Who Receive a Conditional Offer of Employment

1. All candidates for employment who receive a conditional offer of employment shall be informed by the district that:
  - a. An offer of employment by the Superintendent of Schools or designee is conditional upon completion of the Board's required physical examinations, **tests** and assessments;
  - b. The required examinations, **tests** and assessments will be used to determine the candidate's ability to perform with reasonable accommodations job-related functions pursuant to ADA; and
  - c. If it is determined upon completing the examination(s), **tests** or assessment(s) the candidate is unable to perform with reasonable accommodations job-related functions pursuant to the provisions of the ADA, the conditional offer of employment will be rescinded either by the Superintendent if the Board has not yet approved the appointment or by the Board, if the Board has approved the appointment at a Board meeting.

Adopted: 25 June 2014  
Revised: 17 May 2017



# REGULATION

WATERFORD TOWNSHIP  
**BOARD OF EDUCATION**

SUPPORT STAFF  
R 4160/Page 4 of 5  
PHYSICAL EXAMINATION (M)

Revised: 20 November 2024



Batch Number	2	Batch 2	\$32,152.24	Batch Total
<b>4411</b>	<b>ATLANTIC CITY ELECTRIC 5500 2154 379</b>		<b>\$390.23</b>	<b>Vend Total</b>
P.O. #	501190	Electric Street Lights TRECC	\$390.23 P	<b>PO Total</b>
20-218-262-622-00-20-060	Electric TR		\$390.23 P	
Inv#	201010585314	\$390.23 P	10/03/24	
<b>4409</b>	<b>ATLANTIC CITY ELECTRIC 5500 3210 584</b>		<b>\$12,088.94</b>	<b>Vend Total</b>
P.O. #	501191	Electric - Waterford Elem.	\$12,088.94 P	<b>PO Total</b>
11-000-262-622-00-20-100	ELECTRICITY WES		\$12,088.94 P	
Inv#	200472291855	\$12,088.94 P	10/03/24	
<b>4410</b>	<b>ATLANTIC CITY ELECTRIC 5500 4710 475</b>		<b>\$6,201.59</b>	<b>Vend Total</b>
P.O. #	501200	Electric - TRECC	\$6,201.59 P	<b>PO Total</b>
11-000-262-622-00-20-060	ELECTRICITY TR		\$2,480.63 P	
Inv#	200262329497	\$2,480.63 P	10/01/24	
20-218-262-622-00-20-060	Electric TR		\$3,720.96 P	
Inv#	200262329497	\$3,720.96 P	10/01/24	
<b>4412</b>	<b>ATLANTIC CITY ELECTRIC 5500 9692 629</b>		<b>\$97.47</b>	<b>Vend Total</b>
P.O. #	501194	Electric - Atco Elementary	\$97.47 P	<b>PO Total</b>
11-000-262-622-03-20-040	ELECTRICITY ATCO		\$97.47 P	
Inv#	200102372405	\$97.47 P	10/03/24	
<b>4407</b>	<b>ATLANTIC CITY ELECTRIC 5500 9762 406</b>		<b>\$25.32</b>	<b>Vend Total</b>
P.O. #	501198	Electric - Street Lights -Atco	\$25.32 P	<b>PO Total</b>
11-000-262-622-02-20-040	ELECTRIC - STREET LIGHTS		\$25.32 P	
Inv#	200222344219	\$25.32 P	10/03/24	
<b>4413</b>	<b>ATLANTIC CITY ELECTRIC 5500 9762 737</b>		<b>\$4,215.96</b>	<b>Vend Total</b>
P.O. #	501199	Electric - Atco Elementary	\$4,215.96 P	<b>PO Total</b>
11-000-262-622-00-20-040	ELECTRICITY ATCO		\$4,215.96 P	
Inv#	200622254523	\$4,215.96 P	10/03/24	
<b>4408</b>	<b>ATLANTIC CITY ELECTRIC 5501 2617 118</b>		<b>\$11.34</b>	<b>Vend Total</b>
P.O. #	501186	Electric for Garage - TRECC	\$11.34 P	<b>PO Total</b>
11-000-262-622-02-20-060	ELECTRIC - GARAGE		\$11.34 P	
Inv#	200981861540	\$11.34 P	10/03/24	
<b>4084</b>	<b>READYREFRESH BY NESTLE</b>		<b>\$266.76</b>	<b>Vend Total</b>
P.O. #	501167	Deliveries/rental 24/25 WES/TR	\$266.76 P	<b>PO Total</b>
11-000-262-610-00-20-000	MAINTENANCE SUPPLIES		\$266.76 P	
Inv#	1410439300559	\$266.76 P	10/01/24	
<b>1121</b>	<b>SOUTH JERSEY GAS CO.</b>		<b>\$536.80</b>	<b>Vend Total</b>
P.O. #	501179	Gas services for TRECC	\$151.90 P	<b>PO Total</b>
11-000-262-621-00-20-060	NATURAL GAS TR		\$60.76 P	
Inv#	Acct 9444089106	\$60.76 P	10/04/24	

Batch Number	2	Batch 2		\$32,152.24	Batch Total
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**1121 SOUTH JERSEY GAS CO.****\$536.80 Vend Total**

P.O. # 501179 Gas services for TRECC

\$151.90 P **PO Total**

20-218-262-621-00-20-060

Gas - TR

\$91.14 P

Inv# Acct 9444089106

\$91.14 P 10/01/24

P.O. # 501181 Gas services for WES

\$384.90 P **PO Total**

11-000-262-621-00-20-100

NATURAL GAS WES

\$384.90 P

Inv# Acct 4487620000

\$384.90 P 10/01/24

**1928 WASTE MANAGEMENT CAMDEN****\$3,779.44 Vend Total**

P.O. # 501231 Trash removal services

\$3,779.44 P **PO Total**

11-000-262-420-00-20-000

CLEANING, REPAIR MAINTEN

\$3,779.44 P

Inv# 3376147-2498-3

\$3,779.44 P 10/01/24

**4347 XEROX CORPORATION****\$4,538.39 Vend Total**

P.O. # 501150 Copier Costs WES

\$458.09 P **PO Total**

11-190-100-420-44-23-100

COPIER MAINT WES INSTR

\$193.61 P

Inv# 022143092

\$193.61 P 10/01/24

11-190-100-440-44-23-100

COPIER RENTAL WES

\$264.48 P

Inv# 022143092

\$264.48 P 10/01/24

P.O. # 501151 Copier Costs WES Office

\$876.00 P **PO Total**

11-000-240-420-44-23-100

COPIER MAINT WES OFFICE

\$732.25 P

Inv# 022143093

\$732.25 P 10/01/24

11-000-240-440-44-23-100

COPIER RENTAL WES OFFICE

\$143.75 P

Inv# 022143093

\$143.75 P 10/01/24

P.O. # 501152 Copier Costs Business Office

\$200.09 P **PO Total**

11-000-251-420-44-23-000

COPIER MAINT BUS OFFICE

\$72.64 P

Inv# 022143094

\$72.64 P 10/01/24

11-000-251-440-44-23-000

COPIER RENTAL BUSINESS OFFICE

\$127.45 P

Inv# 022143094

\$127.45 P 10/01/24

P.O. # 501153 Copier Costs CST

\$275.43 P **PO Total**

11-000-219-420-44-23-000

COPIER MAINTENANCE SPS

\$152.98 P

Inv# 022143095

\$152.98 P 10/01/24

11-000-219-440-44-23-000

COPIER RENTAL SPS

\$122.45 P

Inv# 022143095

\$122.45 P 10/01/24

P.O. # 501154 Copier Costs Atco Office

\$900.58 P **PO Total**

11-000-240-420-44-23-040

COPIER MAINTENANCE ATCO

\$756.83 P

Inv# 022143098

\$756.83 P 10/01/24

11-000-240-440-44-23-040

COPIER RENTAL ATCO OFFICE

\$143.75 P

Inv# 022143098

\$143.75 P 10/01/24

P.O. # 501155 Copier Costs TR Teachers

\$354.74 P **PO Total**

11-190-100-420-44-23-060

COPIER MAINT TR INSTR

\$90.26 P

Inv# 022143096

\$65.26 P 10/01/24

Inv# 590698385

\$25.00 P 10/01/24

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Batch Number	2	Batch 2	\$32,152.24	Batch Total
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**4347 XEROX CORPORATION****\$4,538.39 Vend Total****P.O. # 501155 Copier Costs TR Teachers****\$354.74 P PO Total**

11-190-100-440-44-23-060	COPIER RENTAL tr	\$264.48 P	10/01/24
Inv# 022143096			

**P.O. # 501156 Copier Costs TR Office****\$622.42 P PO Total**

11-000-240-420-44-23-060	COPIER MAINT TR OFFICE	\$494.97 P	
Inv# 022143097		\$469.97 P	10/01/24
Inv# 590698385		\$25.00 P	10/01/24

11-000-240-440-44-23-060	COPIER RENTAL TR OFFICE	\$127.45 P	
Inv# 022143097		\$127.45 P	10/01/24

**P.O. # 501157 Copier Costs Atco Teachers****\$448.19 P PO Total**

11-190-100-420-44-23-040	COPIER MAINT ATCO INSTR	\$91.31 P	
Inv# 022225596		\$23.82 P	10/03/24
Inv# 022225597		\$15.88 P	10/03/24
Inv# 022225598		\$23.82 P	10/03/24
Inv# 022225599		\$27.79 P	10/03/24

11-190-100-440-44-23-040	COPIER RENTAL INSTR ATCO	\$356.88 P	
Inv# 022225599		\$356.88 P	10/03/24

**P.O. # 501158 Copier Costs WES Teachers****\$402.85 P PO Total**

11-190-100-420-44-23-100	COPIER MAINT WES INSTR	\$138.37 P	
Inv# 022143091		\$138.37 P	10/01/24

11-190-100-440-44-23-100	COPIER RENTAL WES	\$264.48 P	
Inv# 022143091		\$264.48 P	10/01/24

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**Total for Report =****\$32,152.24**

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Batch Number	3	Batch 3	\$1,482,660.20	Batch Total
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**U359 3P LEARNING, INC.****\$1,000.00 Vend Total**

P.O. # 501303 Reading Eggs

\$1,000.00 PO Total

11-190-100-610-00-01-040

REG PRGM - INST SUPPLIES

\$1,000.00

Inv# INV-US-21500

\$1,000.00

10/01/24

**D263 ACTIVE CHEMICAL CORPORATION****\$766.00 Vend Total**

P.O. # 501185 Water treatment service

\$766.00 P PO Total

11-000-262-420-00-20-000

CLEANING, REPAIR MAINTEN

\$766.00 P

Inv# 95890

\$383.00 P

08/31/24

Inv# 95952

\$383.00 P

10/03/24

**3505 ALMA YORK-ZALESKY****\$70.00 Vend Total**

P.O. # 501343 Reimbursement

\$70.00 PO Total

11-190-100-890-00-01-040

MEMBERSHIPS.

\$70.00

Inv# Membership Reim

\$70.00

10/01/24

**A896 ASHA****\$288.00 Vend Total**

P.O. # 501341 Learning Pass; Amanda Magenta

\$288.00 PO Total

11-000-223-320-00-03-000

PD SERV

\$288.00

Inv# 6388105

\$288.00

10/03/24

**3481 ATCO FENCE CO.****\$1,999.99 Vend Total**

P.O. # 501259 Safety Fence

\$1,999.99 PO Total

20-218-240-610-00-02-060

PEA ADMIN SUPPLIES

\$1,999.99

Inv# 24-294

\$1,999.99

10/01/24

**1152 BANCROFT A NEW JERSEY NON PROFIT CORPORA****\$25,182.84 Vend Total**

P.O. # 501065 Tuition ST

\$5,877.48 P PO Total

11-000-100-566-30-15-000

Private School Secondary

\$5,877.48 P

Inv# WATER0824 ST Aug

\$5,877.48 P

09/09/24

P.O. # 501299 24/25 TUITION AG

\$4,550.40 P PO Total

11-000-100-566-00-15-000

S.E. TUITIONS - PRIVATE

\$4,550.40 P

Inv# WATER0824-01 AG AUG

\$4,550.40 P

10/03/24

P.O. # 501300 24/25 TUITION HL

\$8,877.48 P PO Total

11-000-100-566-30-15-000

Private School Secondary

\$8,877.48 P

Inv# WATER0824 HL AUG

\$8,877.48 P

10/03/24

P.O. # 501301 24/25 TUITION CC

\$5,877.48 P PO Total

11-000-100-566-30-15-000

Private School Secondary

\$5,877.48 P

Inv# WATER0824 CC AUG

\$5,877.48 P

10/03/24

**2060 BROOKFIELD ACADEMY****\$8,157.06 Vend Total**

P.O. # 501047 24/25 Tuition TD

\$8,157.06 P PO Total

11-000-100-566-30-15-000

Private School Secondary

\$8,157.06 P

Inv# INV-26328

\$8,157.06 P

10/03/24

Batch Number	3	Batch 3	\$1,482,660.20	Batch Total
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**Q579 BSN SPORTS, LLC****\$180.01 Vend Total**

P.O. # 509081 Athletic Supplies

\$176.29 P PO Total

11-190-100-610-00-06-100	REG PRGM - INST SUPPLIES	\$176.29	
Inv# 926272685		\$176.29	10/01/24

P.O. # 509170 Physical Education Supplies

\$3.72 P PO Total

11-213-100-610-00-06-100	RESOURCE SUPPLIES WES	\$3.72	
Inv# 926233664		\$3.72	10/01/24

**4269 CAMPBELL LOCK & SAFE, INC.****\$1,045.00 Vend Total**

P.O. # 501204 Lock services for district

\$1,045.00 P PO Total

11-000-261-420-00-20-100	REQUIRED MAINTENANCE	\$1,045.00	
Inv# 33806		\$250.00 P	10/01/24
Inv# 33828		\$795.00 P	10/03/24

**3303 CASCADE SCHOOL SUPPLIES****\$211.37 Vend Total**

P.O. # 509099 Fine Art Supplies

\$88.61 P PO Total

11-190-100-610-00-01-040	REG PRGM - INST SUPPLIES	\$88.61	
Inv# 30791		\$88.61	10/03/24

P.O. # 509126 Library Supplies

\$0.80 P PO Total

11-190-100-610-00-06-100	REG PRGM - INST SUPPLIES	\$0.80	
Inv# 28109		\$0.80	10/01/24

P.O. # 509128 Library Supplies

\$55.82 P PO Total

11-000-222-610-00-06-100	MEDIA SUPPLIES WES	\$55.82	
Inv# 28110		\$55.82	10/01/24

P.O. # 509191 Teaching Aids

\$2.70 P PO Total

11-190-100-610-00-01-040	REG PRGM - INST SUPPLIES	\$2.70	
Inv# 28118		\$2.70	10/03/24

P.O. # 509209 Teaching Aids

\$55.51 P PO Total

11-213-100-610-00-01-040	RESOURCE SUPPLIES ATCO	\$55.51	
Inv# 28116		\$55.51	10/03/24

P.O. # 509263 Teaching Aids

\$7.93 P PO Total

11-190-100-610-00-06-100	REG PRGM - INST SUPPLIES	\$7.93	
Inv# 28112		\$7.93	10/01/24

**2136 CC EDUCATIONAL SERVICES COMMISSION****\$28,323.26 Vend Total**

P.O. # 501373 AUGUST ESY

\$28,323.26 PO Total

11-000-270-350-00-14-000	ADMIN FEE	\$1,603.20	
Inv# 5V0133		\$1,603.20	10/01/24

11-000-270-518-00-14-000	CONTRCTD SERV - SP-ESC	\$15,175.92	
Inv# 5V0133		\$15,175.92	10/01/24

11-000-270-518-30-14-000	Contracted Serve SPED ESC	\$11,544.14	
Inv# 5V0133		\$11,544.14	10/01/24

Batch Number	3	Batch 3	\$1,482,660.20	Batch Total
<b>1307</b>	<b>CC MUNICIPAL UTILITIES AUTHORITY</b>		<b>\$2,790.35</b>	<b>Vend Total</b>
P.O. #	501202	Sewer service - Atco Elem.	\$1,116.12 P	<b>PO Total</b>
11-000-262-490-00-20-040	WATER-SEWER ATCO		\$1,116.12 P	
Inv#	Acct 350010922	\$1,116.12 P	10/01/24	
P.O. #	501203	Sewer service - Waterford Elem	\$1,674.23 P	<b>PO Total</b>
11-000-262-490-00-20-100	OTHER PURCHASED PROPERTY		\$1,674.23 P	
Inv#	Acct 350007761	\$1,674.23 P	10/01/24	
<b>3155</b>	<b>CDW-GOVERNMENT, LLC</b>		<b>\$1,849.96</b>	<b>Vend Total</b>
P.O. #	501282	Keybaord and mouse for smartbd	\$584.88	<b>PO Total</b>
11-000-222-610-00-19-000	TECH SUPPLIES DIST		\$584.88	
Inv#	AA36R3H	\$584.88	10/01/24	
P.O. #	501289	Monitor stand for atco prin	\$51.00 P	<b>PO Total</b>
11-000-222-610-00-19-000	TECH SUPPLIES DIST		\$51.00	
Inv#	AA36V7W	\$51.00	10/01/24	
P.O. #	501304	SMART board pens	\$245.00 P	<b>PO Total</b>
11-000-222-610-00-19-000	TECH SUPPLIES DIST		\$245.00	
Inv#	AA4SY3L	\$245.00	10/01/24	
P.O. #	501357	Backup battery for servers	\$969.08	<b>PO Total</b>
11-000-222-610-00-19-000	TECH SUPPLIES DIST		\$969.08	
Inv#	AA6HK9V	\$969.08	10/01/24	
<b>2996</b>	<b>CENTER FOR NEUROLOGICAL &amp; NRODEV HEALTH</b>		<b>\$750.00</b>	<b>Vend Total</b>
P.O. #	501084	Diagnostic; Amanda Magenta	\$750.00 P	<b>PO Total</b>
11-000-219-390-00-03-000	CST OUTSIDE EVAL		\$750.00 P	
Inv#	12714096	\$750.00 P	10/01/24	
<b>F270</b>	<b>CERAMIC SUPPLY, INC.</b>		<b>\$153.90</b>	<b>Vend Total</b>
P.O. #	509106	Fine Art Supplies	\$153.90	<b>PO Total</b>
11-190-100-610-00-06-100	REG PRGM - INST SUPPLIES		\$153.90	
Inv#	49227942	\$153.90	10/01/24	
<b>3941</b>	<b>CIAVAGLIA; RYAN</b>		<b>\$225.00</b>	<b>Vend Total</b>
P.O. #	501339	Obedience Training	\$225.00	<b>PO Total</b>
20-031-200-600-00-00-000	HSA THERAPY DOG EXPENSES		\$225.00	
Inv#	Reim - Obedience Tr.	\$225.00	10/03/24	
<b>J053</b>	<b>CLEE; LISA</b>		<b>\$50.00</b>	<b>Vend Total</b>
P.O. #	501326	Amanda Magenta	\$50.00	<b>PO Total</b>
11-000-216-610-00-83-000	OT SUPPLIES		\$50.00	
Inv#	24-25 \$50 Supply	\$50.00	10/01/24	
<b>2450</b>	<b>CM3 BUILDING SOLUTIONS, INC</b>		<b>\$9,185.14</b>	<b>Vend Total</b>
P.O. #	501042	A-Phone system WES	\$9,185.14	<b>PO Total</b>
11-000-266-610-00-19-000	SECURITY SUPPLIES		\$9,185.14	
Inv#	V2427001	\$9,185.14	10/01/24	

Batch Number	3	Batch 3	<b>\$1,482,660.20</b>	<b>Batch Total</b>
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**I513 COMMONLIT, INC.****\$3,850.00 Vend Total**

P.O. # 501353 WES

**\$3,850.00 PO Total**

11-190-100-340-05-05-100

ELA Services WES

\$3,850.00

Inv# 2969

\$3,850.00

10/01/24

**T534 DAVIDSON; PATRICK - PETTY CASH****\$29.32 Vend Total**

P.O. # 501361 PBSIS ticket collection basket

**\$29.32 PO Total**

11-190-100-610-00-02-060

REG PRGM - INST SUPPLIES

\$7.99

Inv# PBSIS Coll. baskets

\$7.99

10/01/24

11-216-100-610-00-02-060

PSD SUPPLIES

\$1.33

Inv# PBSIS Coll. baskets

\$1.33

10/01/24

20-218-100-600-00-02-060

PEA IN SUPPLS TR

\$20.00

Inv# PBSIS Coll. baskets

\$20.00

10/01/24

**3134 DICK BLICK COMPANY****\$202.09 Vend Total**

P.O. # 509104 Fine Art Supplies

**\$202.09 PO Total**

11-190-100-610-00-06-100

REG PRGM - INST SUPPLIES

\$202.09

Inv# 3321028

\$120.49 P

10/01/24

Inv# 3350400

\$81.60 P

10/01/24

**4685 DISCOUNT SCHOOL SUPPLY/EARLY CHILDHOOD L****\$567.45 Vend Total**

P.O. # 501322 Preschool wall panel

**\$567.45 PO Total**

20-218-100-600-00-02-060

PEA IN SUPPLS TR

\$567.45

Inv# P43067030101

\$567.45

10/01/24

**G567 DIVAL SAFETY & SUPPLIES FOR LIFE****\$60.90 Vend Total**

P.O. # 501215 O2; Amanda Magenta

**\$60.90 P PO Total**

11-000-213-610-00-03-000

HEALTH SUPPLIES

\$60.90 P

Inv# 3529174

\$60.90 P

10/03/24

**4523 DLC TECHNOLOGY SOLUTIONS, INC.****\$24,692.10 Vend Total**

P.O. # 501372 Meraki renewal acces points

**\$24,692.10 PO Total**

11-000-222-340-01-19-000

TECHNICAL SERVICES -DIST

\$24,692.10

Inv# 10694

\$24,692.10

10/01/24

**K423 DRUM2BFIT****\$600.00 Vend Total**

P.O. # 501362 Preschool fitness

**\$600.00 PO Total**

20-218-100-321-00-02-060

PRESHOOL EDUCATIONAL SERVICES

\$600.00

Inv# 083

\$600.00

10/03/24

**2780 E2E EXCHANGE LLC****\$725.00 Vend Total**

P.O. # 501384 erate consultanting

**\$725.00 PO Total**

11-000-222-340-01-19-000

TECHNICAL SERVICES -DIST

\$725.00

Inv# C1 2025-1290

\$725.00

10/01/24

Batch Number	3	Batch 3	\$1,482,660.20	Batch Total
<b>3138</b>	<b>EAI EDUCATION</b>		<b>\$68.07</b>	<b>Vend Total</b>
P.O. #	509131	Math Supplies	\$68.07	PO Total
11-190-100-610-00-06-100	REG PRGM - INST SUPPLIES		\$68.07	
Inv# INV1369162		\$68.07	10/01/24	
<b>3118</b>	<b>EDUCATIONAL DATA SERVICES, INC.</b>		<b>\$682.50</b>	<b>Vend Total</b>
P.O. #	501283	Licensing & Maintenance for co	\$682.50 P	PO Total
11-000-251-340-00-25-000	BUSINESS SERVICES		\$682.50 P	
Inv# 2410-00416		\$682.50 P	10/01/24	
<b>4454</b>	<b>ELECTRONIC VERIFICATION SYSTEMS, LLC</b>		<b>\$117.14</b>	<b>Vend Total</b>
P.O. #	501039	ADDRESS VERIFICATION	\$117.14 P	PO Total
11-000-230-340-00-23-000	PURCHASED TECHNICAL SERV		\$117.14 P	
Inv# 330024539		\$117.14 P	08/31/24	
<b>T672</b>	<b>FINALSITE</b>		<b>\$1,563.00</b>	<b>Vend Total</b>
P.O. #	501363	setup for web SSO for google	\$1,563.00	PO Total
11-000-222-610-00-19-000	TECH SUPPLIES DIST		\$1,563.00	
Inv# INV075076		\$1,563.00	10/01/24	
<b>2342</b>	<b>FOUNDATION FOR EDUCATIONAL ADMINISTRATIO</b>		<b>\$230.00</b>	<b>Vend Total</b>
P.O. #	501209	NJPSA Convention;C. Manna	\$230.00	PO Total
11-000-240-580-58-06-100	TRAVEL - PRINCIPAL/STAFF		\$230.00	
Inv# 000063553		\$230.00	09/12/24	
<b>4592</b>	<b>FOX, DANIEL J. - PETTY CASH</b>		<b>\$85.26</b>	<b>Vend Total</b>
P.O. #	501340	Supplies for Board Meeting	\$85.26	PO Total
11-000-230-630-00-23-000	BOARD SUPPLIES		\$85.26	
Inv# Petty cash purchases		\$85.26	10/03/24	
<b>M172</b>	<b>FP MAILING SOLUTIONS</b>		<b>\$221.85</b>	<b>Vend Total</b>
P.O. #	501395	Postage Machine Rent	\$221.85 P	PO Total
11-000-230-530-00-23-000	COMMUNICATIONS/POSTAGE		\$221.85 P	
Inv# RI106382863		\$221.85 P	10/03/24	
<b>3835</b>	<b>GARRISON; JASON</b>		<b>\$200.00</b>	<b>Vend Total</b>
P.O. #	501184	Board meeting video	\$200.00 P	PO Total
11-000-230-339-00-23-000	OTHER PURC PROF SERV		\$200.00 P	
Inv# 688		\$100.00 P	10/01/24	
Inv# 690		\$100.00 P	10/01/24	
<b>T753</b>	<b>GIBBINS; NANCY</b>		<b>\$80.00</b>	<b>Vend Total</b>
P.O. #	501359	WAWA Gift Cards	\$80.00	PO Total
11-000-230-610-00-23-000	SUPERINTENDENT SUPPLIES		\$80.00	
Inv# Wawa gift cards		\$80.00	10/01/24	

Batch Number	3	Batch 3	\$1,482,660.20	Batch Total
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**2621 GLOUCESTER COUNTY SPECIAL SERVICES SCHL****\$372.50 Vend Total**

P.O. # 501137 TOD; Amanda Magenta

\$372.50 PO Total

11-000-217-320-00-03-000	EXTRAORDNRY	\$372.50		\$372.50
Inv# 5V0284				

**1499 HAMMONTON BOARD OF EDUCATION****\$1,073,071.10 Vend Total**

P.O. # 501021 Annual Tuition

\$1,071,691.50 P PO Total

11-000-100-561-00-15-000	TUITION TO OTHER LEAS, R	\$1,008,798.70		\$1,008,798.70 P
Inv# NOV 2024				

11-000-100-562-00-15-000	TUITION TO OTHER LEAS, S	\$37,301.10		\$37,301.10 P
Inv# NOV 2024				

20-250-100-500-00-15-000	OTHER PURCHASED SERVICES	\$25,591.70		\$25,591.70 P
Inv# NOV 2024				

P.O. # 501302 TUITION AD

\$1,379.60 P PO Total

71-737-100-500-00-00-000	TUITION - FRANCIS-PLAINFIELD	\$1,379.60		\$1,379.60 P
Inv# 2025-0006 OCT				

**H267 HD SUPPLY FACILITIES MAINTENANCE LT****\$16,571.90 Vend Total**

P.O. # 501245 Supplies for TRECC

\$16,571.90 PO Total

11-000-262-610-00-20-000	MAINTENANCE SUPPLIES	\$16,523.35		\$16,571.90
Inv# 820208312				
Inv# 820208320				

**H267 HD SUPPLY FORMERLY HOME DEPOT PRO****\$30,353.72 Vend Total**

P.O. # 501286 Supplies for 2024/2025

\$30,353.72 PO Total

11-000-262-610-00-20-000	MAINTENANCE SUPPLIES	\$29,906.87		\$30,353.72
Inv# 823376769				
Inv# 823634183				

**3455 HENRY SCHEIN INC.****\$238.28 Vend Total**

P.O. # 509118 Health and Trainer Supplies

\$238.28 PO Total

11-000-213-610-00-06-100	HEALTH SUPPLIES - WES	\$24.52		\$238.28
Inv# 13887362				
Inv# 99030842				
Inv# 99187124				
Inv# 99661509				

**2186 HERMAN; KELLY****\$49.39 Vend Total**

P.O. # 501019 Supply order; Amanda Magenta

\$49.39 PO Total

11-000-219-610-00-43-000	PSYCHOL SUPPLIES	\$49.39		\$49.39
Inv# 24-25 \$50 order				

**2221 HOUGHTON MIFFLIN HARCOURT****\$5,372.08 Vend Total**

P.O. # 501114 District Order-Dr. Nolan

\$5,372.08 PO Total

11-190-100-610-00-05-000	REG PRGM - INST SUPPLIES	\$5,372.08		\$5,372.08
Inv# 956100899				

Batch Number	3	Batch	3	\$1,482,660.20	Batch Total
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**2712 INTERACTIVE KIDS EDUCATIONAL SERVICES, L****\$747.50 Vend Total**

P.O. # 501251 BCBA

**\$747.50 P PO Total**

20-275-200-300-00-04-000

PURCHASED PROF DISTRICT

\$747.50 P

Inv# 1976

\$747.50 P 10/01/24

**4397 KAPLAN EARLY LEARNING COMPANY****\$53.91 Vend Total**

P.O. # 509227 Teaching Aids

**\$53.91 P PO Total**

20-218-100-600-00-02-060

PEA IN SUPPLS TR

\$53.91 P

Inv# 0006950658

\$53.91 P 10/03/24

**4598 KEYBOARD CONSULTANTS****\$20,380.00 Vend Total**

P.O. # 501031 Smartboards for 2 classrooms

**\$8,164.00 PO Total**

12-120-100-730-00-19-000

TECHNOLOGY EQUIPMENT

\$8,164.00

Inv# 91723

\$8,164.00 10/01/24

P.O. # 501073 smartbords to replace old proj

**\$12,216.00 PO Total**

12-120-100-730-00-19-000

TECHNOLOGY EQUIPMENT

\$12,216.00

Inv# 91707

\$12,216.00 10/01/24

**3318 KINGSWAY LEARNING CENTER / KINGSWAY SVCS****\$63,121.42 Vend Total**

P.O. # 501142 24/25 Tuition RH

**\$7,063.06 P PO Total**

11-000-100-566-30-15-000

Private School Secondary

\$7,063.06 P

Inv# 1005144 RH Nov

\$7,063.06 P 10/03/24

P.O. # 501143 24/25 Tuition AK

**\$7,063.06 P PO Total**

11-000-100-566-00-15-000

S.E. TUITIONS - PRIVATE

\$7,063.06 P

Inv# 1005144 AK Nov

\$7,063.06 P 10/03/24

P.O. # 501144 24/25 Tuition BL

**\$10,483.06 P PO Total**

11-000-100-566-30-15-000

Private School Secondary

\$10,483.06 P

Inv# 1005144 BL Nov

\$7,063.06 P 10/03/24

Inv# 1005192mBL Nov

\$3,420.00 P 10/03/24

P.O. # 501145 24/25 Tuition QW

**\$7,063.06 P PO Total**

11-000-100-566-30-15-000

Private School Secondary

\$7,063.06 P

Inv# 1005144 QW Nov

\$7,063.06 P 10/03/24

P.O. # 501163 24/25 Tuition MB

**\$10,483.06 P PO Total**

11-000-100-566-30-15-000

Private School Secondary

\$10,483.06 P

Inv# 1005144 MB Nov

\$10,483.06 P 10/03/24

P.O. # 501164 24/25 Tuition JB

**\$10,483.06 P PO Total**

11-000-100-566-30-15-000

Private School Secondary

\$10,483.06 P

Inv# 1005144 JB Nov

\$10,483.06 P 10/03/24

P.O. # 501165 24/25 Tuition JI

**\$10,483.06 P PO Total**

11-000-100-566-00-15-000

S.E. TUITIONS - PRIVATE

\$10,483.06 P

Inv# 1005144 JI Nov

\$10,483.06 P 10/03/24

Batch Number	3	Batch 3	\$1,482,660.20	Batch Total
<b>3830</b>	<b>KISTLER O'BRIEN FIRE PROTECTION</b>		<b>\$214.70</b>	<b>Vend Total</b>
P.O. #	501273	Kitchen System Inspection - TR	\$214.70	<b>PO Total</b>
11-000-261-420-00-20-060	REQUIRED MAINTENANCE		\$214.70	
Inv# 272104	\$214.70	10/01/24		
<b>4308</b>	<b>KS STATEBANK</b>		<b>\$6,070.96</b>	<b>Vend Total</b>
P.O. #	501029	Lease Payment Atco Modular Cla	\$6,070.96 P	<b>PO Total</b>
11-000-251-832-00-23-000	INTEREST ON LEASE PURCHASE		\$394.51 P	
Inv# 59901-11-2024	\$394.51 P	10/01/24		
12-000-400-721-00-23-040	LEASE PURCHASE PRIN ATCO		\$5,676.45 P	
Inv# 59901-11-2024	\$5,676.45 P	10/01/24		
<b>1055</b>	<b>KURTZ BROTHERS</b>		<b>\$102.93</b>	<b>Vend Total</b>
P.O. #	509220	Teaching Aids	\$52.58 P	<b>PO Total</b>
20-218-100-600-00-02-060	PEA IN SUPPLS TR		\$52.58	
Inv# 38777.00	\$52.58	10/01/24		
P.O. #	509229	Teaching Aids	\$28.03 P	<b>PO Total</b>
20-218-100-600-00-02-060	PEA IN SUPPLS TR		\$28.03	
Inv# 38776.00	\$28.03	10/01/24		
P.O. #	509259	Teaching Aids	\$12.23 P	<b>PO Total</b>
11-204-100-610-00-06-100	LLD SUPPLIES		\$12.23	
Inv# 38785.00	\$12.23	10/01/24		
P.O. #	509265	Teaching Aids	\$10.09 P	<b>PO Total</b>
11-190-100-610-00-06-100	REG PRGM - INST SUPPLIES		\$10.09	
Inv# 38786.00	\$10.09	10/01/24		
<b>1620</b>	<b>LAKESHORE LEARNING MATERIALS</b>		<b>\$469.15</b>	<b>Vend Total</b>
P.O. #	501377	Preschool supplies	\$26.99 P	<b>PO Total</b>
20-218-100-600-00-02-060	PEA IN SUPPLS TR		\$26.99	
Inv# 158843093024	\$26.99	10/03/24		
P.O. #	509193	Teaching Aids	\$35.99 P	<b>PO Total</b>
11-190-100-610-00-01-040	REG PRGM - INST SUPPLIES		\$35.99	
Inv# 636145070224	\$35.99	10/03/24		
P.O. #	509211	Teaching Aids	\$61.60 P	<b>PO Total</b>
11-213-100-610-00-01-040	RESOURCE SUPPLIES ATCO		\$61.60	
Inv# 633909070324	\$61.60	10/03/24		
P.O. #	509221	Teaching Aids	\$62.97 P	<b>PO Total</b>
20-218-100-600-00-02-060	PEA IN SUPPLS TR		\$62.97	
Inv# 636132070324	\$62.97	10/01/24		
P.O. #	509230	Teaching Aids	\$116.96 P	<b>PO Total</b>
20-218-100-600-00-02-060	PEA IN SUPPLS TR		\$116.96	
Inv# 633963070324	\$116.96	10/01/24		



Batch Number	3	Batch 3		\$1,482,660.20	Batch Total
<b>1620</b>		<b>LAKESHORE LEARNING MATERIALS</b>		<b>\$469.15</b>	<b>Vend Total</b>
P.O. #	509239	Teaching Aids		\$119.65 P	<b>PO Total</b>
20-218-100-600-00-02-060		PEA IN SUPPLS TR		\$119.65	
Inv# 636109070324		\$119.65	10/01/24		
P.O. #	509266	Teaching Aids		\$44.99 P	<b>PO Total</b>
11-190-100-610-00-06-100		REG PRGM - INST SUPPLIES		\$44.99	
Inv# 636077070224		\$44.99	10/01/24		
<b>U945</b>		<b>LEARNWELL</b>		<b>\$312.56</b>	<b>Vend Total</b>
P.O. #	501352	HOMEBOUND SERVICES		\$312.56	<b>PO Total</b>
11-219-100-320-00-00-000		Homebound INstruction		\$312.56	
Inv# INV205726		\$312.56	10/03/24		
<b>4044</b>		<b>MEDCO SUPPLY COMPANY</b>		<b>\$393.53</b>	<b>Vend Total</b>
P.O. #	509120	Health and Trainer Supplies		\$393.53	<b>PO Total</b>
11-000-213-610-00-06-100		HEALTH SUPPLIES - WES		\$393.53	
Inv# IN97780744		\$374.42 P	10/01/24		
Inv# IN97867391		\$19.11 P	10/01/24		
<b>4290</b>		<b>MYSTERY SCIENCE</b>		<b>\$4,485.00</b>	<b>Vend Total</b>
P.O. #	501169	WES building		\$1,495.00 P	<b>PO Total</b>
11-190-100-610-13-65-100		SCIENCE SUPPLIES - WES		\$1,495.00	
Inv# 261907		\$1,495.00	10/01/24		
P.O. #	501261	Atco Mystery Science (24-25SY)		\$1,495.00 P	<b>PO Total</b>
11-190-100-610-13-65-040		SCIENCE SUPPLIES - ATCO		\$1,495.00	
Inv# 261907		\$1,495.00	10/01/24		
P.O. #	501271	TRMystery Science Subscription		\$1,495.00 P	<b>PO Total</b>
11-190-100-610-13-65-060		SCIENCE SUPPLIES - TR		\$1,495.00	
Inv# 261907		\$1,495.00	10/01/24		
<b>1053</b>		<b>NASCO</b>		<b>\$18.59</b>	<b>Vend Total</b>
P.O. #	509130	Math Supplies		\$1.40 P	<b>PO Total</b>
11-190-100-610-00-06-100		REG PRGM - INST SUPPLIES		\$1.40	
Inv# 616532		\$1.40	10/01/24		
P.O. #	509171	Physical Education Supplies		\$11.28 P	<b>PO Total</b>
11-213-100-610-00-06-100		RESOURCE SUPPLIES WES		\$11.28	
Inv# 616533		\$11.28	10/01/24		
P.O. #	509268	Teaching Aids		\$5.91 P	<b>PO Total</b>
11-204-100-610-00-06-100		LLD SUPPLIES		\$5.91	
Inv# 613667		\$5.91	10/01/24		
<b>4088</b>		<b>NJ SCHOOL JOBS</b>		<b>\$1,050.00</b>	<b>Vend Total</b>
P.O. #	501317	POSTINGS FOR 24-25		\$1,050.00 P	<b>PO Total</b>
11-000-230-530-00-23-000		COMMUNICATIONS/POSTAGE		\$1,050.00 P	
Inv# 18510		\$900.00 P	10/01/24		

Batch Number	3	Batch 3	\$1,482,660.20	Batch Total
<b>4088</b>	<b>NJ SCHOOL JOBS</b>		<b>\$1,050.00</b>	<b>Vend Total</b>
P.O. #	501317	POSTINGS FOR 24-25	\$1,050.00 P	<b>PO Total</b>
11-000-230-530-00-23-000	COMMUNICATIONS/POSTAGE		\$1,050.00 P	
Inv# 18611		\$150.00 P 10/01/24		
<b>1656</b>	<b>NJASBO</b>		<b>\$1,250.00</b>	<b>Vend Total</b>
P.O. #	501102	24/25 Membership	\$1,250.00	<b>PO Total</b>
11-000-251-890-00-25-000	MISC CENTRAL SERV		\$1,250.00	
Inv# 300006331		\$1,250.00 10/01/24		
<b>2236</b>	<b>NJSBA - TRENTON</b>		<b>\$2,200.00</b>	<b>Vend Total</b>
P.O. #	501344	Annual Workshop	\$2,200.00	<b>PO Total</b>
11-000-230-585-58-23-000	BOARD TRAVEL		\$2,200.00	
Inv# INV-25093-T2X4G8		\$2,200.00 10/03/24		
<b>U562</b>	<b>NOLAN; MICHAEL - PETTY CASH</b>		<b>\$225.74</b>	<b>Vend Total</b>
P.O. #	501354	Petty Cash Reimbursement	\$225.74	<b>PO Total</b>
11-000-230-610-00-23-000	SUPERINTENDENT SUPPLIES		\$225.74	
Inv# Leadership/Opening		\$225.74 10/01/24		
<b>3678</b>	<b>NORTHEAST ELECTRICAL SERVICES, LLC</b>		<b>\$15,746.64</b>	<b>Vend Total</b>
P.O. #	501182	Hand Dryers - WES	\$14,485.00 P	<b>PO Total</b>
12-000-400-450-00-28-100	CONSTRUCTION SERVICES		\$14,485.00	
Inv# 9905		\$14,485.00 10/01/24		
P.O. #	501205	Electrical repairs in district	\$1,261.64 P	<b>PO Total</b>
11-000-261-420-00-20-040	REQUIRED MAINTENANCE		\$774.72 P	
Inv# 9861		\$774.72 P 10/01/24		
11-000-261-420-00-20-100	REQUIRED MAINTENANCE		\$486.92 P	
Inv# 9891		\$486.92 P 10/01/24		
<b>3841</b>	<b>NORTHEAST PLUMBING SERVICES, LLC</b>		<b>\$14,166.02</b>	<b>Vend Total</b>
P.O. #	501206	Maintenance/repairs - Atco	\$585.00 P	<b>PO Total</b>
11-000-261-420-00-20-040	REQUIRED MAINTENANCE		\$585.00 P	
Inv# 15222		\$585.00 P 10/01/24		
P.O. #	501207	Maintenance/Repairs - TRECC	\$4,040.02 P	<b>PO Total</b>
11-000-261-420-00-20-060	REQUIRED MAINTENANCE		\$1,616.02 P	
Inv# 15215		\$234.00 P 10/01/24		
Inv# 15216		\$819.00 P 10/01/24		
Inv# 15302		\$563.02 P 10/01/24		
20-218-261-420-00-20-060	Required Maintenance		\$2,424.00 P	
Inv# 15215		\$351.00 P 10/01/24		
Inv# 15216		\$1,228.50 P 10/01/24		
Inv# 15302		\$844.50 P 10/01/24		
P.O. #	501208	Maintenance/Repairs - WES	\$585.00 P	<b>PO Total</b>
11-000-261-420-00-20-100	REQUIRED MAINTENANCE		\$585.00 P	
Inv# 15214		\$585.00 P 10/01/24		

Batch Number	3	Batch 3	\$1,482,660.20	Batch Total
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**3841 NORTHEAST PLUMBING SERVICES, LLC****\$14,166.02 Vend Total**

P.O. # 501253 Heat Exchanger - WES

**\$8,956.00 P PO Total**

11-000-261-420-00-20-100

REQUIRED MAINTENANCE

\$8,956.00

Inv# 15282

\$8,956.00

10/01/24

**L569 OEHLER; NANCY****\$85.00 Vend Total**

P.O. # 501364 Reimbursement Parapro Test

**\$85.00 PO Total**

11-000-291-290-00-10-000

OTHER EMPLOYEE BENEFITS

\$85.00

Inv# Reim Parapro Test

\$85.00

10/01/24

**1775 OTC BRANDS, INC.****\$826.84 Vend Total**

P.O. # 501324 PBSIS Supplies;L.DiRenzo

**\$826.84 PO Total**

20-237-100-600-00-04-100

TITLE I INST SUPPLIES WES

\$826.84

Inv# 732529772-01

\$235.27 P

08/30/24

Inv# 732529772-02

\$113.24 P

08/30/24

Inv# 732529772-03

\$26.04 P

08/30/24

Inv# 732529772-04

\$72.13 P

08/30/24

Inv# 732529772-05

\$80.15 P

08/30/24

Inv# 732529772-06

\$280.97 P

08/30/24

Inv# 732529772-07

\$19.04 P

08/30/24

**A923 PENNSVILLE BOARD OF EDUCATION****\$7,252.25 Vend Total**

P.O. # 501356 Trans for P Townsend

**\$1,032.25 P PO Total**

11-000-270-515-00-14-000

JOINTURE SP ED

\$1,032.25

Inv# Trans Cost PT 24/25

\$1,032.25

10/01/24

P.O. # 501367 24/25 TUITION PT

**\$6,220.00 P PO Total**

11-000-100-562-00-15-000

TUITION TO OTHER LEAS, S

\$6,220.00 P

Inv# Oct 2024 tuition

\$3,110.00 P

10/01/24

Inv# Sept 2024 tuition

\$3,110.00 P

10/01/24

**2379 REALLY GOOD STUFF, LLC****\$139.55 Vend Total**

P.O. # 501325 PBSIS Supplies;L.DiRenzo

**\$89.95 P PO Total**

20-237-100-600-00-04-100

TITLE I INST SUPPLIES WES

\$89.95

Inv# 8652259

\$89.95

08/29/24

P.O. # 509212 Teaching Aids

**\$23.42 P PO Total**

11-213-100-610-00-01-040

RESOURCE SUPPLIES ATCO

\$23.42

Inv# 8560495

\$23.42

10/03/24

P.O. # 509269 Teaching Aids

**\$26.18 P PO Total**

11-204-100-610-00-06-100

LLD SUPPLIES

\$26.18

Inv# 8560514

\$26.18

10/01/24

**3104 REESE INVESTIGATIONS, LLC****\$702.51 Vend Total**

P.O. # 501348 RESIDENCE INVESTIGATIONS

**\$702.51 P PO Total**

11-000-251-340-00-25-000

BUSINESS SERVICES

\$702.51 P

Inv# 2024-1023

\$702.51 P

10/03/24

Batch Number	3	Batch 3	\$1,482,660.20	Batch Total
<b>4462</b>	<b>RESOURCES FOR READING</b>		<b>\$227.62</b>	<b>Vend Total</b>
P.O. #	501122	RR Supplies;T. Bober	\$227.62	<b>PO Total</b>
20-277-100-600-00-04-040	GENERAL SUPPLIES ATCO.		\$227.62	
Inv# I268587		\$227.62	10/01/24	
<b>3826</b>	<b>ROCHESTER 100, INC.</b>		<b>\$417.50</b>	<b>Vend Total</b>
P.O. #	501127	Communication Folders	\$417.50	<b>PO Total</b>
11-190-100-610-00-02-060	REG PRGM - INST SUPPLIES		\$167.00	
Inv# INV085699		\$167.00	10/01/24	
20-218-100-600-00-02-060	PEA IN SUPPLS TR		\$250.50	
Inv# INV085699		\$250.50	10/01/24	
<b>3998</b>	<b>S &amp; S WORLDWIDE, INC.</b>		<b>\$12.55</b>	<b>Vend Total</b>
P.O. #	509240	Teaching Aids	\$12.55	<b>PO Total</b>
20-218-100-600-00-02-060	PEA IN SUPPLS TR		\$12.55	
Inv# IN101439954		\$12.55	10/01/24	
<b>O908</b>	<b>SARAHS SPANISH SCHOOL</b>		<b>\$3,600.00</b>	<b>Vend Total</b>
P.O. #	501038	24-25 Spanish School	\$3,600.00	<b>PO Total</b>
11-190-100-340-00-01-040	INSTRUCTIONAL SERVICES.		\$3,600.00	
Inv# 1091		\$3,600.00	10/01/24	
<b>F079</b>	<b>SAVVAS LEARNING COMPANY, LLC</b>		<b>\$2,063.14</b>	<b>Vend Total</b>
P.O. #	501264	Math Supplies	\$2,063.14	<b>PO Total</b>
11-190-100-610-11-65-040	MATH SUPPLIES - ATCO		\$1,640.01	
Inv# 4027241571		\$1,640.01	10/01/24	
11-190-100-610-11-65-060	MATH SUPPLIES - TR		\$145.50	
Inv# 4027241571		\$145.50	10/01/24	
11-190-100-610-11-65-100	MATH SUPPLIES - WES		\$277.63	
Inv# 4027241571		\$277.63	10/01/24	
<b>1103</b>	<b>SCHOOL HEALTH CORP.</b>		<b>\$32.02</b>	<b>Vend Total</b>
P.O. #	509109	Health and Trainer Supplies	\$3.08 P	<b>PO Total</b>
11-000-213-610-00-01-040	HEALTH SUPPLIES ATCO		\$3.08 P	
Inv# CINV000122810		\$3.08 P	10/01/24	
P.O. #	509172	Physical Education Supplies	\$24.47 P	<b>PO Total</b>
11-213-100-610-00-06-100	RESOURCE SUPPLIES WES		\$24.47	
Inv# CINV000066056		\$18.89 P	10/02/24	
Inv# CINV000068351		\$5.58 P	10/02/24	
P.O. #	509175	Special Needs	\$4.47 P	<b>PO Total</b>
11-190-100-610-00-01-040	REG PRGM - INST SUPPLIES		\$4.47	
Inv# CINV000066064		\$4.47	10/01/24	

Batch Number	3	Batch 3	<b>\$1,482,660.20</b>	<b>Batch Total</b>
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**4662 SCHOOL SPECIALITY, LLC****\$23,283.38 Vend Total**

P.O. # 501063 PK consumables and gross motor

**\$6,062.59 P PO Total**

20-218-100-600-00-02-060

PEA IN SUPPLS TR

\$6,062.59 P

Inv# 208134683877

\$12.58 P 10/02/24

Inv# 308104581836

\$6,050.01 P 10/02/24

P.O. # 501308 New teacher supplies;Anders

**\$99.33 P PO Total**

11-190-100-610-00-06-100

REG PRGM - INST SUPPLIES

\$99.33

Inv# 308104615674

\$99.33 10/02/24

P.O. # 509002 General Classroom Supplies

**\$195.48 P PO Total**

11-190-100-610-00-01-040

REG PRGM - INST SUPPLIES

\$195.48

Inv# 308104598610

\$195.48 10/02/24

P.O. # 509008 General Classroom Supplies

**\$38.14 P PO Total**

11-190-100-610-00-01-040

REG PRGM - INST SUPPLIES

\$38.14

Inv# 308104581751

\$38.14 10/02/24

P.O. # 509009 General Classroom Supplies

**\$6.85 P PO Total**

11-190-100-610-00-01-040

REG PRGM - INST SUPPLIES

\$6.85

Inv# 308104581753

\$6.85 10/03/24

P.O. # 509016 General Classroom Supplies

**\$97.80 P PO Total**

11-190-100-610-00-01-040

REG PRGM - INST SUPPLIES

\$97.80

Inv# 208134464796

\$68.33 P 10/03/24

Inv# 208134771815

\$29.47 P 10/03/24

P.O. # 509018 General Classroom Supplies

**\$150.00 P PO Total**

11-190-100-610-00-01-040

REG PRGM - INST SUPPLIES

\$150.00

Inv# 208134464793

\$97.48 P 10/03/24

Inv# 208134779770

\$52.52 P 10/03/24

P.O. # 509021 General Classroom Supplies

**\$146.73 P PO Total**

20-218-100-600-00-02-060

PEA IN SUPPLS TR

\$146.73 P

Inv# 308104598597

\$146.73 P 10/02/24

P.O. # 509023 General Classroom Supplies

**\$2.59 P PO Total**

20-218-100-600-00-02-060

PEA IN SUPPLS TR

\$2.59

Inv# 208134524178

\$2.59 10/02/24

P.O. # 509024 General Classroom Supplies

**\$149.07 P PO Total**

20-218-100-600-00-02-060

PEA IN SUPPLS TR

\$149.07

Inv# 308104581735

\$149.07 10/02/24

P.O. # 509025 General Classroom Supplies

**\$148.16 P PO Total**

11-190-100-610-00-02-060

REG PRGM - INST SUPPLIES

\$148.16 P

Inv# 308104610081

\$148.16 P 10/02/24

P.O. # 509039 General Classroom Supplies

**\$36.18 P PO Total**

11-216-100-610-00-02-060

PSD SUPPLIES

\$36.18 P

Inv# 308104610080

\$36.18 P 10/02/24

Batch Number	3	Batch 3	<b>\$1,482,660.20</b>	<b>Batch Total</b>
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**4662 SCHOOL SPECIALITY, LLC****\$23,283.38 Vend Total****P.O. # 509042 General Classroom Supplies****\$99.85 P PO Total**

11-190-100-610-00-06-100	REG PRGM - INST SUPPLIES	\$99.85	
Inv# 208134770666		\$99.85	10/02/24

**P.O. # 509045 General Classroom Supplies****\$218.36 P PO Total**

11-190-100-610-00-06-100	REG PRGM - INST SUPPLIES	\$218.36	
Inv# 208134932884		\$93.52 P	10/02/24
Inv# 308104598571		\$124.84 P	10/02/24

**P.O. # 509046 General Classroom Supplies****\$13,807.11 PO Total**

11-190-100-610-00-06-100	REG PRGM - INST SUPPLIES	\$13,807.11	
Inv# 208134810765		\$1,874.50 P	10/03/24
Inv# 308104595597		\$11,932.61 P	10/03/24

**P.O. # 509049 General Classroom Supplies****\$150.00 P PO Total**

11-213-100-610-00-06-100	RESOURCE SUPPLIES WES	\$150.00	
Inv# 208134466255		\$150.00	10/02/24

**P.O. # 509052 General Classroom Supplies****\$118.27 P PO Total**

11-204-100-610-00-06-100	LLD SUPPLIES	\$118.27	
Inv# 308104588364		\$118.27	10/02/24

**P.O. # 509053 General Classroom Supplies****\$149.99 P PO Total**

11-190-100-610-00-06-100	REG PRGM - INST SUPPLIES	\$149.99	
Inv# 308104549814		\$149.99	10/02/24

**P.O. # 509054 General Classroom Supplies****\$95.91 P PO Total**

11-000-219-610-00-03-000	CST SUPPLIES	\$95.91	
Inv# 308104553550		\$95.91	10/02/24

**P.O. # 509055 General Classroom Supplies****\$150.00 P PO Total**

11-190-100-610-00-06-100	REG PRGM - INST SUPPLIES	\$150.00	
Inv# 208134466208		\$150.00	10/02/24

**P.O. # 509062 General Classroom Supplies****\$79.61 P PO Total**

11-190-100-610-00-06-100	REG PRGM - INST SUPPLIES	\$79.61	
Inv# 208134466205		\$79.61	10/04/24

**P.O. # 509066 General Classroom Supplies****\$180.77 P PO Total**

11-000-222-610-00-06-100	MEDIA SUPPLIES WES	\$180.77	
Inv# 208134466253		\$180.77	10/02/24

**P.O. # 509070 General Classroom Supplies****\$149.84 P PO Total**

11-213-100-610-00-06-100	RESOURCE SUPPLIES WES	\$149.84	
Inv# 208134810799		\$9.82 P	10/02/24
Inv# 308104598598		\$140.02 P	10/02/24

**P.O. # 509074 General Classroom Supplies****\$41.27 P PO Total**

11-190-100-610-00-06-100	REG PRGM - INST SUPPLIES	\$41.27	
Inv# 208134464953		\$41.27	10/02/24

Batch Number	3	Batch 3	\$1,482,660.20	Batch Total
<b>4662</b>	<b>SCHOOL SPECIALITY, LLC</b>		<b>\$23,283.38</b>	<b>Vend Total</b>
P.O. #	509076	General Classroom Supplies	\$150.00 P	PO Total
11-190-100-610-00-06-100	REG PRGM - INST SUPPLIES		\$150.00	
Inv#	308104632584	\$150.00	10/03/24	
P.O. #	509105	Fine Art Supplies	\$612.92 P	PO Total
11-190-100-610-00-06-100	REG PRGM - INST SUPPLIES		\$612.92	
Inv#	208134830256	\$37.17 P	10/03/24	
Inv#	308104598572	\$575.75 P	10/03/24	
P.O. #	509169	Physical Education Supplies	\$20.76 P	PO Total
11-213-100-610-00-06-100	RESOURCE SUPPLIES WES		\$20.76	
Inv#	208134466213	\$20.76	10/02/24	
P.O. #	509174	Special Needs	\$77.52 P	PO Total
11-190-100-610-00-01-040	REG PRGM - INST SUPPLIES		\$77.52	
Inv#	308104581736	\$77.52	10/02/24	
P.O. #	509192	Teaching Aids	\$8.67 P	PO Total
11-190-100-610-00-01-040	REG PRGM - INST SUPPLIES		\$8.67	
Inv#	208134464789	\$8.67	10/03/24	
P.O. #	509210	Teaching Aids	\$9.47 P	PO Total
11-213-100-610-00-01-040	RESOURCE SUPPLIES ATCO		\$9.47	
Inv#	208134464778	\$9.47	10/03/24	
P.O. #	509238	Teaching Aids	\$12.91 P	PO Total
20-218-100-600-00-02-060	PEA IN SUPPLS TR		\$12.91	
Inv#	208134524149	\$12.91	10/02/24	
P.O. #	509264	Teaching Aids	\$9.24 P	PO Total
11-190-100-610-00-06-100	REG PRGM - INST SUPPLIES		\$9.24	
Inv#	208134466228	\$9.24	10/02/24	
P.O. #	509267	Teaching Aids	\$7.99 P	PO Total
11-204-100-610-00-06-100	LLD SUPPLIES		\$7.99	
Inv#	208134466211	\$7.99	10/02/24	
<b>4545</b>	<b>SHI INTERNATIONAL CORP.</b>		<b>\$1,445.85</b>	<b>Vend Total</b>
P.O. #	501385	PDQ renewal	\$1,445.85	PO Total
11-000-222-340-01-19-000	TECHNICAL SERVICES -DIST		\$1,445.85	
Inv#	B18859284	\$1,445.85	10/03/24	
<b>4191</b>	<b>SONITROL SECURITY OF DELAWARE VALLEY</b>		<b>\$3,231.72</b>	<b>Vend Total</b>
P.O. #	501272	Monitoring Services-District	\$3,231.72 P	PO Total
11-000-261-420-00-20-040	REQUIRED MAINTENANCE		\$936.84 P	
Inv#	331327	\$936.84 P	10/01/24	
11-000-261-420-00-20-060	REQUIRED MAINTENANCE		\$426.54 P	
Inv#	331326	\$426.54 P	10/01/24	
11-000-261-420-00-20-100	REQUIRED MAINTENANCE		\$1,228.20 P	
Inv#	331325	\$1,228.20 P	10/01/24	

Batch Number	3	Batch 3		\$1,482,660.20	Batch Total
<b>4191</b>	<b>SONITROL SECURITY OF DELAWARE VALLEY</b>			<b>\$3,231.72</b>	<b>Vend Total</b>
P.O. #	501272	Monitoring Services-District		\$3,231.72 P	<b>PO Total</b>
20-218-261-420-00-20-060		Required Maintenance		\$640.14 P	
Inv# 331326		\$640.14 P	10/01/24		
<b>E906</b>	<b>SOUTH JERSEY GLASS &amp; DOOR</b>			<b>\$443.75</b>	<b>Vend Total</b>
P.O. #	501305	Glass replacement - WES		\$443.75	<b>PO Total</b>
11-000-261-420-00-20-100		REQUIRED MAINTENANCE		\$443.75	
Inv# INV2024-205556		\$443.75	10/03/24		
<b>1846</b>	<b>STAPLES ADVANTAGE</b>			<b>\$4,370.10</b>	<b>Vend Total</b>
P.O. #	501113	Office supply;Mrs.D.		\$24.09 P	<b>PO Total</b>
11-000-240-610-00-06-100		SCHOOL ADMIN SUPPLIES		\$24.09	
Inv# 6007475583		\$24.09	10/02/24		
P.O. #	501346	Supplies; T Tait		\$5.96 P	<b>PO Total</b>
11-000-262-610-00-20-000		MAINTENANCE SUPPLIES		\$5.96	
Inv# 6012235162		\$5.96	10/02/24		
P.O. #	509142	Office and Toner Supplies		\$3.74 P	<b>PO Total</b>
11-190-100-610-00-01-040		REG PRGM - INST SUPPLIES		\$3.74 P	
Inv# 6011373322		\$3.74 P	10/02/24		
P.O. #	509149	Office and Toner Supplies		\$19.55 P	<b>PO Total</b>
11-213-100-610-00-06-100		RESOURCE SUPPLIES WES		\$19.55	
Inv# 6009465954		\$19.55	10/02/24		
P.O. #	509150	Office and Toner Supplies		\$1,166.93 P	<b>PO Total</b>
11-190-100-610-00-06-100		REG PRGM - INST SUPPLIES		\$1,166.93	
Inv# 6006936396		\$1,047.53 P	10/04/24		
Inv# 6011373325		\$119.40 P	10/04/24		
P.O. #	509151	Office and Toner Supplies		\$669.90 P	<b>PO Total</b>
11-000-240-610-00-06-100		SCHOOL ADMIN SUPPLIES		\$669.90 P	
Inv# 6006936388		\$659.80 P	10/02/24		
Inv# 6011373324		\$10.10 P	10/02/24		
P.O. #	509152	Office and Toner Supplies		\$62.55 P	<b>PO Total</b>
11-190-100-610-00-06-100		REG PRGM - INST SUPPLIES		\$62.55	
Inv# 6006936401		\$61.73 P	10/02/24		
Inv# 6012320708		\$0.82 P	10/02/24		
P.O. #	509153	Office and Toner Supplies		\$93.75 P	<b>PO Total</b>
11-230-100-610-00-06-100		BASIC SKILLS SUPPLIES		\$93.75	
Inv# 6006936393		\$93.75	10/04/24		
P.O. #	509155	Office and Toner Supplies		\$98.05 P	<b>PO Total</b>
11-190-100-610-00-06-100		REG PRGM - INST SUPPLIES		\$98.05	
Inv# 6006936405		\$98.05	10/02/24		
P.O. #	509158	Office and Toner Supplies		\$66.32 P	<b>PO Total</b>
11-000-213-610-00-06-100		HEALTH SUPPLIES - WES		\$66.32	
Inv# 6006936387		\$4.61 P	10/02/24		



Batch Number	3	Batch 3	\$1,482,660.20	Batch Total
<b>1846</b>	<b>STAPLES ADVANTAGE</b>		<b>\$4,370.10</b>	<b>Vend Total</b>
P.O. #	509158	Office and Toner Supplies	\$66.32 P	PO Total
11-000-213-610-00-06-100	HEALTH SUPPLIES - WES		\$66.32	
Inv# 6006936390	\$61.71 P	10/02/24		
P.O. #	509160	Office and Toner Supplies	\$67.41 P	PO Total
11-190-100-610-00-06-100	REG PRGM - INST SUPPLIES		\$67.41	
Inv# 6011773630	\$67.41	10/02/24		
P.O. #	509161	Office and Toner Supplies	\$573.03 P	PO Total
11-000-219-610-99-03-000	CST OFFICE SUPPLIES		\$573.03	
Inv# 6006936391	\$573.03	10/04/24		
P.O. #	509164	Office and Toner Supplies	\$171.86 P	PO Total
11-000-270-610-00-14-000	SUPPLIES & MATERIALS		\$171.86	
Inv# 6006936400	\$81.53 P	10/02/24		
Inv# 6007054871	\$90.33 P	10/02/24		
P.O. #	509165	Office and Toner Supplies	\$611.25 P	PO Total
11-000-251-610-00-25-000	SUPPLIES CENTRAL SERV		\$611.25	
Inv# 6006936392	\$590.40 P	10/04/24		
Inv# 6006990134	\$17.65 P	10/04/24		
Inv# 6011373323	\$3.20 P	10/04/24		
P.O. #	509166	Office and Toner Supplies	\$735.71 P	PO Total
11-000-230-610-00-23-000	SUPERINTENDENT SUPPLIES		\$735.71	
Inv# 6006936404	\$735.71	10/04/24		
<b>1651</b>	<b>TAIT; TERRI</b>		<b>\$30.00</b>	<b>Vend Total</b>
P.O. #	501390	Notary renewal	\$30.00	PO Total
11-000-261-610-00-20-100	REQUIRED MAINTENANCE SUP		\$30.00	
Inv# Recording fee Notary	\$30.00	10/01/24		
<b>3311</b>	<b>TEACHER'S DISCOVERY</b>		<b>\$62.05</b>	<b>Vend Total</b>
P.O. #	509271	World Languages	\$62.05	PO Total
11-190-100-610-00-06-100	REG PRGM - INST SUPPLIES		\$62.05	
Inv# 203080	\$62.05	10/01/24		
<b>4114</b>	<b>TEACHING STRATEGIES, LLC</b>		<b>\$1,499.00</b>	<b>Vend Total</b>
P.O. #	501310	PK Coach Membership	\$1,499.00	PO Total
20-218-200-329-00-02-060	PEA SPT EDUCATIONAL SERV		\$1,499.00	
Inv# INV204271	\$1,499.00	10/01/24		
<b>3878</b>	<b>THE LIBRARY STORE</b>		<b>\$106.86</b>	<b>Vend Total</b>
P.O. #	509129	Library Supplies	\$106.86	PO Total
11-000-222-610-00-06-100	MEDIA SUPPLIES WES		\$106.86	
Inv# 694929	\$106.86	10/01/24		

Batch Number	3	Batch 3	<b>\$1,482,660.20</b>	<b>Batch Total</b>
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**T985 T-MOBILE****\$88.95 Vend Total**

P.O. # 501218 Service for 2024/2025

**\$88.95 P PO Total**

11-000-262-420-00-20-000 CLEANING, REPAIR MAINTEN

\$88.95 P

Inv# Acct 992461888 \$88.95 P 10/01/24

**V982 UGI ENERGY SERVICES, LLC****\$208.54 Vend Total**

P.O. # 501187 Energy services - Atco

**\$48.98 P PO Total**

11-000-262-621-00-20-040 NATURAL GAS ATCO

\$48.98 P

Inv# G6340456 \$48.98 P 10/01/24

P.O. # 501188 Energy services - WES

**\$120.26 P PO Total**

11-000-262-621-00-20-100 NATURAL GAS WES

\$120.26 P

Inv# G6341558 \$120.26 P 10/01/24

P.O. # 501189 Energy services - TRECC

**\$39.30 P PO Total**

11-000-262-621-00-20-060 NATURAL GAS TR

\$15.72 P

Inv# G6339226 \$15.72 P 10/01/24

20-218-262-621-00-20-060 Gas - TR

\$23.58 P

Inv# G6339226 \$23.58 P 10/01/24

**3954 UNITED SUPPLY CORP****\$1,012.56 Vend Total**

P.O. # 509082 Athletic Supplies

**\$225.09 P PO Total**

11-190-100-610-00-06-100 REG PRGM - INST SUPPLIES

\$225.09

Inv# 725211 \$225.09 10/01/24

P.O. # 509089 Custodial Supplies

**\$80.75 P PO Total**

20-218-100-600-00-02-060 PEA IN SUPPLS TR

\$80.75

Inv# 725204 \$80.75 10/01/24

P.O. # 509092 Elementary Science Grade Level

**\$26.09 P PO Total**

11-212-100-610-00-01-040 MD supplies

\$26.09

Inv# 725203 \$26.09 10/01/24

P.O. # 509132 Math Supplies

**\$71.50 P PO Total**

11-190-100-610-00-06-100 REG PRGM - INST SUPPLIES

\$71.50

Inv# 725213 \$71.50 10/01/24

P.O. # 509134 Math Supplies

**\$87.73 P PO Total**

11-190-100-610-00-06-100 REG PRGM - INST SUPPLIES

\$87.73

Inv# 725206 \$87.73 10/01/24

P.O. # 509173 Physical Education Supplies

**\$88.30 P PO Total**

11-213-100-610-00-06-100 RESOURCE SUPPLIES WES

\$88.30

Inv# 724929 \$88.30 10/01/24

P.O. # 509177 Special Needs

**\$28.53 P PO Total**

11-190-100-610-00-01-040 REG PRGM - INST SUPPLIES

\$28.53 P

Inv# 725288 \$28.53 P 10/01/24

P.O. # 509180 Special Needs

**\$19.00 P PO Total**

20-218-218-610-00-02-060 PEA GUIDANCE SUPPLIES

\$19.00

Inv# 725285 \$19.00 10/01/24

Batch Number	3	Batch 3	\$1,482,660.20	Batch Total
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**3954 UNITED SUPPLY CORP****\$1,012.56 Vend Total**

## P.O. # 509199 Teaching Aids

\$30.36 P PO Total

11-190-100-610-00-01-040	REG PRGM - INST SUPPLIES	\$30.36	10/01/24
Inv# 724885		\$30.36	

## P.O. # 509226 Teaching Aids

\$14.22 P PO Total

11-190-100-610-00-02-060	REG PRGM - INST SUPPLIES	\$14.22	10/01/24
Inv# 725759		\$14.22	

## P.O. # 509228 Teaching Aids

\$41.80 P PO Total

20-218-100-600-00-02-060	PEA IN SUPPLS TR	\$41.80	10/03/24
Inv# 725280		\$41.80	

## P.O. # 509231 Teaching Aids

\$4.49 P PO Total

20-218-100-600-00-02-060	PEA IN SUPPLS TR	\$4.49	10/01/24
Inv# 725272		\$4.49	

## P.O. # 509236 Teaching Aids

\$12.82 P PO Total

20-218-100-600-00-02-060	PEA IN SUPPLS TR	\$12.82	10/01/24
Inv# 725278		\$12.82	

## P.O. # 509241 Teaching Aids

\$4.89 P PO Total

20-218-100-600-00-02-060	PEA IN SUPPLS TR	\$4.89	10/01/24
Inv# 725275		\$4.89	

## P.O. # 509254 Teaching Aids

\$24.63 P PO Total

11-190-100-610-00-06-100	REG PRGM - INST SUPPLIES	\$24.63	10/01/24
Inv# 725151		\$24.63	

## P.O. # 509258 Teaching Aids

\$17.37 P PO Total

11-190-100-610-00-06-100	REG PRGM - INST SUPPLIES	\$17.37	10/01/24
Inv# 725117		\$17.37	

## P.O. # 509260 Teaching Aids

\$19.43 P PO Total

11-204-100-610-00-06-100	LLD SUPPLIES	\$19.43	10/01/24
Inv# 725127		\$19.43	

## P.O. # 509270 Teaching Aids

\$109.47 P PO Total

11-204-100-610-00-06-100	LLD SUPPLIES	\$109.47	10/01/24
Inv# 725113		\$109.47	

## P.O. # 509272 Cafeteria Consumable Supplies

\$106.09 P PO Total

11-190-100-610-00-06-100	REG PRGM - INST SUPPLIES	\$106.09	10/01/24
Inv# 725122		\$106.09	

**3705 V.J.D. LANDSCAPING AND PROPERTY MAINT****\$800.00 Vend Total**

## P.O. # 501306 Lawn Services

\$800.00 P PO Total

11-000-263-420-00-20-000	GROUNDS - MAINTENANCE	\$800.00 P	10/01/24
Inv# 9432		\$800.00 P	

Batch Number	3	Batch 3	\$1,482,660.20	Batch Total
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**4391 VERTICAL PRINT AND DESIGN****\$1,364.00 Vend Total**

P.O. # 501309 Custodial Uniforms; T Tait

\$1,364.00 PO Total

11-000-262-610-00-20-000	MAINTENANCE SUPPLIES	\$1,364.00	
Inv# 7195			10/01/24

**F303 VIKING PEST CONTROL****\$280.80 Vend Total**

P.O. # 501260 Pest Control Services

\$280.80 P PO Total

11-000-262-420-00-20-000	CLEANING, REPAIR MAINTEN	\$280.80	P
Inv# 901994101		\$70.20	P 10/01/24
Inv# 902101315		\$70.20	P 10/01/24
Inv# 902101316		\$70.20	P 10/01/24
Inv# 902101317		\$70.20	P 10/01/24

**3328 W.B. MASON CO., INC****\$6,970.05 Vend Total**

P.O. # 509086 Copy Duplicator Supplies

\$6,719.60 P PO Total

11-190-100-610-00-06-100	REG PRGM - INST SUPPLIES	\$6,719.60	
Inv# 247968647		\$6,086.00	P 10/03/24
Inv# 247999984		\$633.60	P 10/03/24

P.O. # 509102 Fine Art Supplies

\$72.29 P PO Total

11-190-100-610-00-02-060	REG PRGM - INST SUPPLIES	\$72.29	
Inv# 247843333		\$2.88	P 10/01/24
Inv# 247869368		\$29.97	P 10/01/24
Inv# 247957516		\$28.56	P 10/01/24
Inv# 248765566		\$10.88	P 10/01/24

P.O. # 509107 Fine Art Supplies

\$178.16 P PO Total

11-190-100-610-00-06-100	REG PRGM - INST SUPPLIES	\$178.16	
Inv# 247882469		\$55.01	P 10/01/24
Inv# 247968971		\$81.66	P 10/01/24
Inv# 248091351		\$7.65	P 10/01/24
Inv# 248270163		\$33.84	P 10/01/24

**1006 WATERFORD; TOWNSHIP OF****\$12,883.52 Vend Total**

P.O. # 501311 2024-2025 SRO Shared service C

\$12,883.52 P PO Total

11-000-266-300-00-23-000	SECURITY SERVICES	\$10,319.42	P
Inv# 2024-19		\$3,433.52	P 10/01/24
Inv# 2024-20		\$6,885.90	P 10/01/24
20-218-266-300-00-23-060	Security Services	\$2,564.10	P
Inv# 2024-19		\$850.50	P 10/01/24
Inv# 2024-20		\$1,713.60	P 10/01/24

**4668 WEAVER, JAMES - PETTY CASH****\$327.08 Vend Total**

P.O. # 501347 Petty cash purchases

\$327.08 PO Total

11-000-262-610-00-20-000	MAINTENANCE SUPPLIES	\$236.08	
Inv# Petty cash purchases		\$236.08	10/01/24
11-000-262-626-01-20-000	GASOLINE	\$91.00	
Inv# Petty cash gasoline		\$91.00	10/01/24

Batch Number	3	Batch 3	\$1,482,660.20	Batch Total
<b>3086</b>	<b>WHITFIELD; LORI</b>		<b>\$47.24</b>	<b>Vend Total</b>
P.O. #	501081	supply order; Amanda Magenta	\$47.24 P	<b>PO Total</b>
11-000-216-610-00-53-000	SPEECH SUPPLIES		\$47.24 P	
Inv# 24-25 \$50 Reim		\$47.24 P	10/01/24	
<b>3675</b>	<b>WILLIAMS SCOTSMAN, INC</b>		<b>\$1,278.81</b>	<b>Vend Total</b>
P.O. #	501178	Trailer rental - Atco School	\$1,278.81 P	<b>PO Total</b>
11-000-262-441-00-20-040	Rental of Land & Buildings		\$1,278.81 P	
Inv# 9021920445		\$1,278.81 P	10/01/24	
<b>4534</b>	<b>WISE; AMELIA</b>		<b>\$67.20</b>	<b>Vend Total</b>
P.O. #	501018	Supply order; Amanda Magenta	\$47.93 P	<b>PO Total</b>
11-000-211-610-00-13-000	SOCIAL WORK SUPPLIES		\$47.93	
Inv# 24-25 \$50 supply		\$47.93	10/01/24	
P.O. #	501080	Mileage; Amanda Magenta	\$19.27 P	<b>PO Total</b>
11-000-211-580-58-13-000	SOCIAL WORK TRAVEL		\$19.27 P	
Inv# Mileage - Sept.		\$19.27 P	10/03/24	
<b>3524</b>	<b>XTEL COMMUNICATIONS</b>		<b>\$3,023.32</b>	<b>Vend Total</b>
P.O. #	501254	Phone bill	\$3,023.32 P	<b>PO Total</b>
11-000-230-530-00-19-000	TELEPHONE		\$3,023.32 P	
Inv# 21071		\$3,023.32 P	10/03/24	
<b>1158</b>	<b>Y.A.L.E. SCHOOL INC. (CHERRY HILL)</b>		<b>\$31,236.26</b>	<b>Vend Total</b>
P.O. #	501368	24/25 Tuition HJ	\$14,665.42 P	<b>PO Total</b>
11-000-100-566-30-15-000	Private School Secondary		\$14,665.42 P	
Inv# CH/OCT24 84		\$14,665.42 P	10/03/24	
P.O. #	501369	24/25 Tuition CL	\$8,285.42 P	<b>PO Total</b>
11-000-100-566-30-15-000	Private School Secondary		\$8,285.42 P	
Inv# CH/OCT24 84		\$8,285.42 P	10/03/24	
P.O. #	501370	24/25 Tuition DR	\$8,285.42 P	<b>PO Total</b>
11-000-100-566-30-15-000	Private School Secondary		\$8,285.42 P	
Inv# CH/OCT24 84		\$8,285.42 P	10/03/24	
<b>Total for Report =</b>			<b>\$1,482,660.20</b>	

WATERFORD TOWNSHIP SCHOOL DISTRICT  
2025/2026 BUDGET CALENDAR

<u>Date</u>	<u>Description</u>		<u>Best Practice</u>
10/15/2024	Application for State School Aid Count	Dan	
10/16/2024	Board approves Budget Calendar	Dan	
10/16/2024	Comprehensive Maintenance Plan Approval	Dan	
10/16/2024	Annual Maintenance Budget Amount Worksheet Approval	Dan	
11/1/24	Administrative Review of Budget Regulations	Dan	1A
11/11/2024	Distribute Instructions to Budget Managers (Administrators)	Dan	
11/15/2024	*ASSA Due - Current Enrollment Verified	Dan	
11/20/2024	Board Approves Priorities and NJSLs	Mike	2A
12/1/2024	Send enrollment projections to Hammonton	Dan	
12/5/2024	ACFR Due - Excess Fund Balance Verified	Dan	
12/18/2024	Board approves Long Range Facilities Plan	Dan	
1/6/2025	Budgets due from Administrators		
1/6/2025	*Private School Tuition Rates Released	Dan	
1/15/2025	Board Approves Class size projections	Mike	
1/31/2025	Budget Software available for download	Dan	
2/4/2025	Estimated Cost per pupil due from Hammonton	Dan	
2/19/2025	Board Approves projected staffing	Dan	
2/19/2025	Budget Committee analyzes cost by cost center	Dan	3A
2/27/2025	*State Aid released	Dan	
3/12/2025	Evaluate & Prioritize use of resources	Board	3B
3/12/2025	Budget Committee to Review Budget Presentation	Mike	4D
3/19/2025	Board approval of tentative budget	Dan	
3/20/2025	Submit Budget to Department of Education for Approval	Dan	
4/26/25	Distribution of Budget Information to Public	Dan	
4/30/2025	Public Hearing on the Budget	Mike	

All dates are tentative or approximate and are subject to change

WATERFORD TOWNSHIP SCHOOL DISTRICT  
07/5560  
2025/2026 Comprehensive Maintenance Plan  
October 09, 2024

<u>School</u>	<u>2023/2024 Actual</u>	<u>2024/2025 Budgeted</u>	<u>2025/2026 Proposed</u>
Atco Elementary School	Localized Repairs, door & window repairs, repair plumbing HVAC inspections and repairs. Other Various repairs. Annual service and inspection of all systems	66,029.00 Localized Repairs, door & window repairs, repair plumbing Other Various repairs. Annual service and inspection of all systems. Interior painting	67,544.00 Localized Repairs, door & window repairs, repair plumbing Other Various repairs. Annual service and inspection of all systems
			70,000.00
Thomas Richards School	Localized Repairs, door & window repairs, repair plumbing Other Various repairs. Annual service and inspection of all systems. Well repairs	101,595.00 Localized Repairs, door & window repairs, repair plumbing Other Various repairs. Annual service and inspection of all systems	97,399.00 Localized Repairs, door & window repairs, repair plumbing Other Various repairs. Annual service and inspection of all systems
			105,000.00
Waterford Elementary School	Localized Repairs, door & window repairs, repair plumbing Other Various repairs. Annual service and inspection of all systems. Chemical Water Treatment	176,487.00 Localized Repairs, door & window repairs, repair plumbing Other Various repairs. Annual service and inspection of all systems. Chemical Water Treatment	200,717.00 Localized Repairs, door & window repairs, repair plumbing Other Various repairs. Annual service and inspection of all systems. Chemical Water Treatment. Wall painting
			200,000.00
	<u>344,111.00</u>	<u>365,660.00</u>	<u>375,000.00</u>

## Annual Maintenance Budget Amount Worksheet Per N.J.A.C. 6A:26A

County

**Camden****Current Area Cost Allowance per SF**

**\$ 143.00**

**District Name****Waterford**

District contact name

Daniel J. Fox

**District Number**

5560

District contact phone

856-768-1473

**Filing Date**

10/16/2024

**District contact e-mail**

dfox@wtsd.org

[illegible]

**Prepared by:**

**District School Business Administrator**

**Max. Maintenance Reserve Amount (4% of column D)**

**Current District Maintenance Reserve Amount**

**\$ 773,441**

\$	756,020
----	---------

**Date** 10/16/2024

10/16/2024

Print

Daniel J. Fox

*Sign*





# New Jersey Department of Education

## Waiver Application

County CamdenCounty Code # 07School District WaterfordDistrict Code # 5560

“Waiver” means approval to avoid compliance with either a specific procedure(s) or a specific rule’s substantive requirements for reasons that are judged educationally, organizationally and fiscally sound.

1. List the specific Administrative Code citation(s) that necessitates the proposed waiver. As **the Department cannot waive an entire chapter, subchapter or section** (e.g., N.J.A.C. 6A:5, N.J.A.C. 6A:5-1 or N.J.A.C. 6A:5-1.1, respectively), all applications must include a citation at least at the subsection level (e.g., N.J.A.C. 6A:5-1.1(a)). Do *not* include a statutory citation (N.J.S.A. or N.J.S.) as the Department does not have the authority to waive state law.

**6A:13A-7.1 Space requirements (a) The district board of education shall ensure, for all newly contracted private provider and local Head Start agency preschool classrooms, a minimum of 950 square feet per classroom consisting of 750 square feet of usable space, 150 square feet of storage and equipment or furnishings that are either built in or not easily movable and 50 square feet of toilet room.**

2. Describe what the school district intends to accomplish through the waiver that is currently prevented or disallowed by the existing rule(s).

**By approving the waiver, the district is able to provide services to more district students. The Early Childhood Center was not designed for preschool and was built in the late 1970s. Although the rooms have 750 sq.ft. of useable space, they don’t have an additional 200 sq. ft. of storage space. Some do not have toilet rooms included.**

3. Describe why a waiver is necessary to accomplish the desired or measurable result(s).

The District would not be able to provide services to as many students.

4. Describe how the proposed waiver meets the following three criteria, pursuant to N.J.A.C. 6A:5-1.3(a):

- The spirit and intent of N.J.S.A. 18A, applicable Federal laws and regulations, and N.J.A.C. 6A are served by granting the waiver;

**The intent is to provide services to as many preschool students as possible.**

- The provision of a thorough and efficient education to the school district's students is not compromised as a result of the waiver; and

**Many students are educated in buildings that are not up to current standards, but still receive a thorough and efficient education.**

- There will be no risk to student health, safety or civil rights by granting the waiver.

**No.**

5. Describe the process, including solicitation of input and public comment, employed to inform the community, parents, district board of education members, administrators and staff during the proposal's development.

**The waiver request was presented to the Board of Education at a public meeting and members of the public were given an opportunity to comment before passage.**

6. Provide the date the district board of education adopted a resolution supporting the proposed waiver.

October 16, 2024

I, Michael A. Nolan, certify the information presented in this application is true and accurate to the best of my knowledge.

---

Chief School Administrator

---

Signature

---

Date

***Please submit the completed application to your executive county superintendent.***



# New Jersey Department of Education

## Application for Dual Use of Educational Space

This form is to be used when educational space is required but limited. Dual use of educational spaces is permitted under limited circumstances wherein two small group classes of similar nature separated by a movable divider are operating simultaneously within the same educational space. Permission to operate a dual use educational space must be obtained from the Executive County Superintendent annually.

District: Waterford School: Waterford Elementary School Year 2024-2025

Room Number/ Name: Library (Room 412) State Approved Use: \_\_\_\_\_

Requested Use Group One: Library Use # Students 60 # Teachers 4

Requested Use Group Two: 2 Pull Out Classrooms # Students 10 # Teachers 2

Description of movable divider used (e.g. height, length, bookshelf, acoustical, etc.):

(2) Partitioned spaces. Each partition has 7 1/2 foot high walls. The dimensions are 16 feet in length total by 14 feet. Each section is divided by a wall that is part of the structure. Each space is 104 square feet.

The Board of Education approved the Dual Use application on \_\_\_\_\_  
(Date)

**\*\*\* Attach Copy of Board Resolution \*\*\***

### SUBMIT THE FOLLOWING WITH THIS APPLICATION:

- A sketch/photo of the space showing room size, location of exit doors, fire detection systems, ventilation systems and divider.
- Attach Copy of Board Resolution

Superintendent of Schools: \_\_\_\_\_ Date: \_\_\_\_\_

School Business Administrator: \_\_\_\_\_ Date: \_\_\_\_\_

### For County Office Use Only

Inspected by: \_\_\_\_\_ Date: \_\_\_\_\_

Approved as is: \_\_\_\_\_ Not approved: \_\_\_\_\_ Approved subject to the following conditions: \_\_\_\_\_

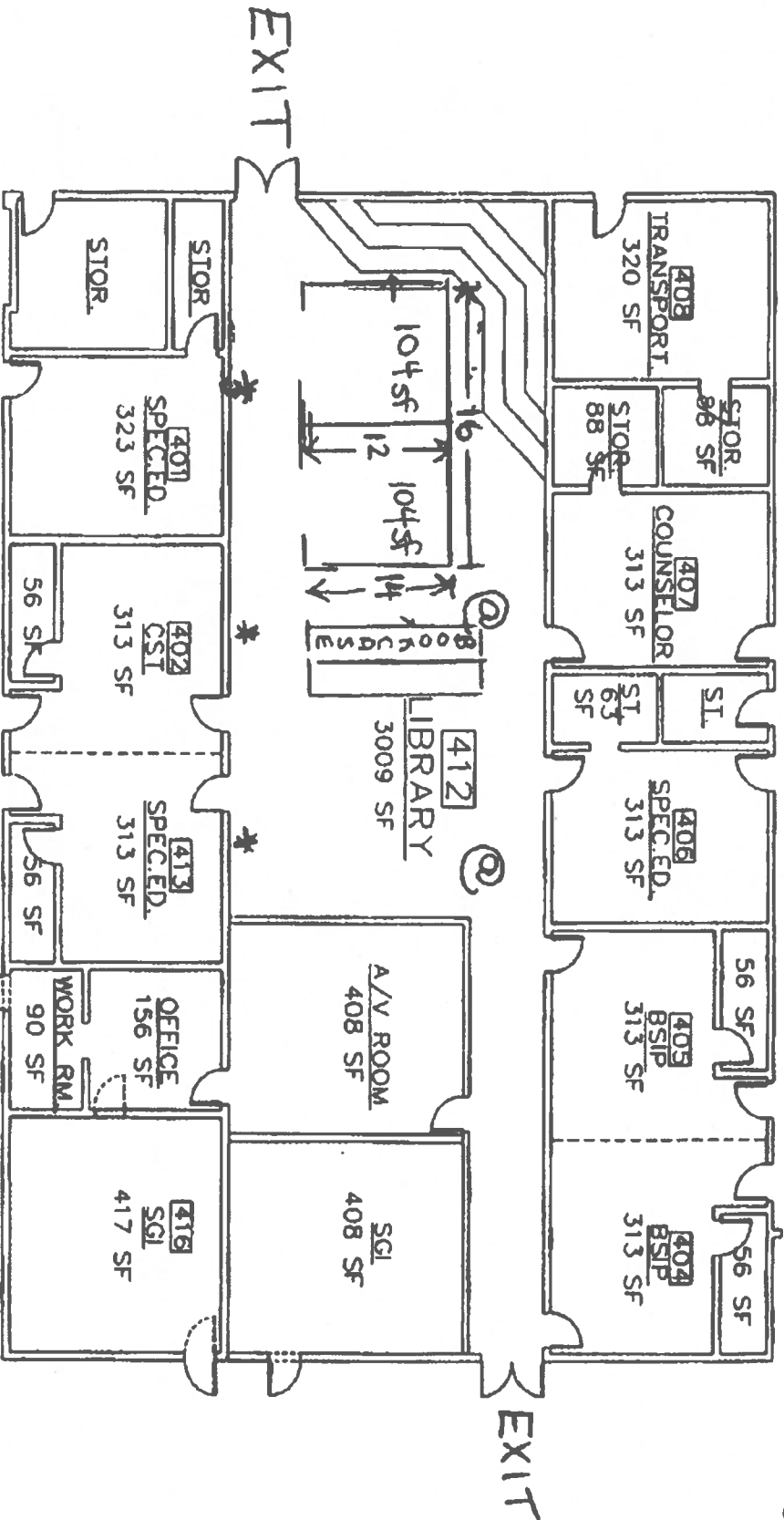
Executive County Superintendent: \_\_\_\_\_ Date: \_\_\_\_\_

Executive County Business Official \_\_\_\_\_ Date: \_\_\_\_\_

\* FIRE STROBES/AUDIBLE ALARMS IN LIBRARY ROOM 412

PANELS/PARTITIONS WILL NOT OBSTRUCT HVAC OR FIRE SAFETY

@ 2 HVAC UNITS FOR LIBRARY (LIBRARY HAS 15 feet high ceiling)



Waterford Elementary School Library

2 Partitioned Spaces that have 7 1/2 foot high walls

① 4 foot round table is in each space  
104 sqft each space



# New Jersey Department of Education

## Toilet Room Facilities for Early Intervention, Pre-Kindergarten and Kindergarten Classrooms

\*\*\*\* A SEPARATE FORM IS REQUIRED FOR EACH ROOM \*\*\*\*

District: Waterford School: Thomas Richards  
 Room Number/Name: 1 School Year: 2024-2025

Our school district elects to use the alternate method of compliance in accordance with N.J.A.C. 6A:26-6.3. In lieu of individual toilet rooms in each classroom, toilet rooms may be provided adjacent to or outside the classroom, if the following criteria are satisfactorily addressed:

- No child or group of children shall be left unsupervised at any time when traveling to or from the facilities. Provisions shall be made for adult supervision in a manner that will not infringe upon instructional time;
- Toilet facilities shall be readily accessible and the toilet room and signage shall be visible to the child from the classroom door;
- Toilet facilities shall be provided for both boys and girls and shall meet the requirements of NJAC 6A:26-6.3(h)4ii.

District alternate method of compliance pursuant to N.J.A.C. 6A:26-6.3(h)4iii:

Our alternate method is to provide a  
paraprofessional to escort the children to the  
bathroom. Toilet and Sink heights have been made  
age appropriate by creating raised permanent flooring.

Board of Education has approved this alternate method of compliance on \_\_\_\_\_ Date \_\_\_\_\_

\*\*\*\* Attach Copy of Board Resolution \*\*\*\*

I certify that all requirements of N.J.A.C. 6A:26-6.3 and/or 6.4 have been met.

Superintendent of Schools: \_\_\_\_\_ Date: \_\_\_\_\_

School Business Administrator: \_\_\_\_\_ Date: \_\_\_\_\_

**For County Use Only**

Approved: \_\_\_\_\_

Not Approved: \_\_\_\_\_

\_\_\_\_\_  
 Executive County Superintendent

\_\_\_\_\_  
 Date

\_\_\_\_\_  
 Executive County Business Official

\_\_\_\_\_  
 Date



# New Jersey Department of Education

## Toilet Room Facilities for Early Intervention, Pre-Kindergarten and Kindergarten Classrooms

\*\*\*\* A SEPARATE FORM IS REQUIRED FOR EACH ROOM \*\*\*\*

District: Waterford School: Thomas Richards  
Room Number/Name: 2 School Year: 2024-2025

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bathroom. Toilet and Sink heights have been made  
age appropriate by creating raised permanent flooring.

Board of Education has approved this alternate method of compliance on \_\_\_\_\_ Date \_\_\_\_\_

\*\*\*\* Attach Copy of Board Resolution \*\*\*\*

I certify that all requirements of N.J.A.C. 6A:26-6.3 and/or 6.4 have been met.

Superintendent of Schools: \_\_\_\_\_ Date: \_\_\_\_\_

School Business Administrator: \_\_\_\_\_ Date: \_\_\_\_\_

**For County Use Only**

Approved: \_\_\_\_\_

Not Approved: \_\_\_\_\_

\_\_\_\_\_  
Executive County Superintendent

\_\_\_\_\_  
Date

\_\_\_\_\_  
Executive County Business Official

\_\_\_\_\_  
Date





# New Jersey Department of Education

## Toilet Room Facilities for Early Intervention, Pre-Kindergarten and Kindergarten Classrooms

\*\*\*\* A SEPARATE FORM IS REQUIRED FOR EACH ROOM \*\*\*\*

District: Waterford School: Thomas Richards  
 Room Number/Name: 3 School Year: 2024-2025

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bathroom. Toilet and Sink heights have been made  
age appropriate by creating raised permanent flooring.

Board of Education has approved this alternate method of compliance on \_\_\_\_\_ Date \_\_\_\_\_

\*\*\*\* Attach Copy of Board Resolution \*\*\*\*

I certify that all requirements of N.J.A.C. 6A:26-6.3 and/or 6.4 have been met.

Superintendent of Schools: \_\_\_\_\_ Date: \_\_\_\_\_

School Business Administrator: \_\_\_\_\_ Date: \_\_\_\_\_

**For County Use Only**

Approved: \_\_\_\_\_

Not Approved: \_\_\_\_\_

\_\_\_\_\_  
 Executive County Superintendent

\_\_\_\_\_  
 Date

\_\_\_\_\_  
 Executive County Business Official

\_\_\_\_\_  
 Date





# New Jersey Department of Education

## Toilet Room Facilities for Early Intervention, Pre-Kindergarten and Kindergarten Classrooms

\*\*\*\* A SEPARATE FORM IS REQUIRED FOR EACH ROOM \*\*\*\*

District: Waterford School: Thomas Richards  
Room Number/Name: 4 School Year: 2024-2025

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paraprofessional to escort the children to the  
bathroom. Toilet and Sink heights have been made  
age appropriate by creating raised permanent flooring.

Board of Education has approved this alternate method of compliance on \_\_\_\_\_ Date \_\_\_\_\_

\*\*\*\* Attach Copy of Board Resolution \*\*\*\*

I certify that all requirements of N.J.A.C. 6A:26-6.3 and/or 6.4 have been met.

Superintendent of Schools: \_\_\_\_\_ Date: \_\_\_\_\_

School Business Administrator: \_\_\_\_\_ Date: \_\_\_\_\_

For County Use Only

Approved: \_\_\_\_\_

Not Approved: \_\_\_\_\_

\_\_\_\_\_  
Executive County Superintendent

\_\_\_\_\_  
Date

\_\_\_\_\_  
Executive County Business Official

\_\_\_\_\_  
Date



# New Jersey Department of Education

## Toilet Room Facilities for Early Intervention, Pre-Kindergarten and Kindergarten Classrooms

\*\*\*\* A SEPARATE FORM IS REQUIRED FOR EACH ROOM \*\*\*\*

District: Waterford School: Thomas Richards  
 Room Number/Name: 5 School Year: 2024-2025

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District alternate method of compliance pursuant to N.J.A.C. 6A:26-6.3(h)4iii:

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paraprofessional to escort the children to the  
bathroom. Toilet and Sink heights have been made  
age appropriate by creating raised permanent flooring.

Board of Education has approved this alternate method of compliance on \_\_\_\_\_ Date \_\_\_\_\_

\*\*\*\* Attach Copy of Board Resolution \*\*\*\*

I certify that all requirements of N.J.A.C. 6A:26-6.3 and/or 6.4 have been met.

Superintendent of Schools: \_\_\_\_\_ Date: \_\_\_\_\_

School Business Administrator: \_\_\_\_\_ Date: \_\_\_\_\_

**For County Use Only**

Approved: \_\_\_\_\_

Not Approved: \_\_\_\_\_

\_\_\_\_\_  
 Executive County Superintendent

\_\_\_\_\_  
 Date

\_\_\_\_\_  
 Executive County Business Official

\_\_\_\_\_  
 Date



# New Jersey Department of Education

## Toilet Room Facilities for Early Intervention, Pre-Kindergarten and Kindergarten Classrooms

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District: Waterford School: Thomas Richards  
Room Number/Name: 6 School Year: 2024-2025

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age appropriate by creating raised permanent flooring.

Board of Education has approved this alternate method of compliance on \_\_\_\_\_ Date

\*\*\*\*Attach Copy of Board Resolution\*\*\*\*

I certify that all requirements of N.J.A.C. 6A:26-6.3 and/or 6.4 have been met.

Superintendent of Schools: \_\_\_\_\_ Date: \_\_\_\_\_

School Business Administrator: \_\_\_\_\_ Date: \_\_\_\_\_

**For County Use Only**

Approved: \_\_\_\_\_ Not Approved: \_\_\_\_\_

\_\_\_\_\_  
Executive County Superintendent

\_\_\_\_\_  
Date

\_\_\_\_\_  
Executive County Business Official

\_\_\_\_\_  
Date



# New Jersey Department of Education

## Toilet Room Facilities for Early Intervention, Pre-Kindergarten and Kindergarten Classrooms

\*\*\*\* A SEPARATE FORM IS REQUIRED FOR EACH ROOM \*\*\*\*

District: Waterford School: Thomas Richards  
 Room Number/Name: 7 School Year: 2024-2025

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District alternate method of compliance pursuant to N.J.A.C. 6A:26-6.3(h)4iii:

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paraprofessional to escort the children to the  
bathroom. Toilet and Sink heights have been made  
age appropriate by creating raised permanent flooring.

Board of Education has approved this alternate method of compliance on \_\_\_\_\_ Date

\*\*\*\* Attach Copy of Board Resolution \*\*\*\*

I certify that all requirements of N.J.A.C. 6A:26-6.3 and/or 6.4 have been met.

Superintendent of Schools: \_\_\_\_\_ Date: \_\_\_\_\_

School Business Administrator: \_\_\_\_\_ Date: \_\_\_\_\_

For County Use Only

Approved: \_\_\_\_\_ Not Approved: \_\_\_\_\_

\_\_\_\_\_  
 Executive County Superintendent

\_\_\_\_\_  
 Date

\_\_\_\_\_  
 Executive County Business Official

\_\_\_\_\_  
 Date





# New Jersey Department of Education

## Toilet Room Facilities for Early Intervention, Pre-Kindergarten and Kindergarten Classrooms

\*\*\*\* A SEPARATE FORM IS REQUIRED FOR EACH ROOM \*\*\*\*

District: Waterford School: Thomas Richards  
 Room Number/Name: 8 School Year: 2024-2025

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- Toilet facilities shall be provided for both boys and girls and shall meet the requirements of NJAC 6A:26-6.3(h)4ii.

District alternate method of compliance pursuant to N.J.A.C. 6A:26-6.3(h)4iii:

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paraprofessional to escort the children to the  
bathroom. Toilet and Sink heights have been made  
age appropriate by creating raised permanent flooring.

Board of Education has approved this alternate method of compliance on \_\_\_\_\_ Date \_\_\_\_\_

\*\*\*\*Attach Copy of Board Resolution\*\*\*\*

I certify that all requirements of N.J.A.C. 6A:26-6.3 and/or 6.4 have been met.

Superintendent of Schools: \_\_\_\_\_ Date: \_\_\_\_\_

School Business Administrator: \_\_\_\_\_ Date: \_\_\_\_\_

**For County Use Only**

Approved: \_\_\_\_\_

Not Approved: \_\_\_\_\_

\_\_\_\_\_  
 Executive County Superintendent

\_\_\_\_\_  
 Date

\_\_\_\_\_  
 Executive County Business Official

\_\_\_\_\_  
 Date



# New Jersey Department of Education

## Toilet Room Facilities for Early Intervention, Pre-Kindergarten and Kindergarten Classrooms

\*\*\*\* A SEPARATE FORM IS REQUIRED FOR EACH ROOM \*\*\*\*

District: Waterford

School: Thomas Richards

Room Number/Name: 10

School Year: 2024-2025

Our school district elects to use the alternate method of compliance in accordance with N.J.A.C. 6A:26-6.3. In lieu of individual toilet rooms in each classroom, toilet rooms may be provided adjacent to or outside the classroom, if the following criteria are satisfactorily addressed:

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District alternate method of compliance pursuant to N.J.A.C. 6A:26-6.3(h)4iii:

Our alternate method is to provide a  
paraprofessional to escort the children to the  
bathroom. Toilet and Sink heights have been made  
age appropriate by creating raised permanent flooring.

Board of Education has approved this alternate method of compliance on \_\_\_\_\_.

Date

\*\*\*\* Attach Copy of Board Resolution \*\*\*\*

I certify that all requirements of N.J.A.C. 6A:26-6.3 and/or 6.4 have been met.

Superintendent of Schools: \_\_\_\_\_ Date: \_\_\_\_\_

School Business Administrator: \_\_\_\_\_ Date: \_\_\_\_\_

### For County Use Only

Approved: \_\_\_\_\_

Not Approved: \_\_\_\_\_

\_\_\_\_\_  
Executive County Superintendent

\_\_\_\_\_  
Date

\_\_\_\_\_  
Executive County Business Official

\_\_\_\_\_  
Date



# New Jersey Department of Education

## Toilet Room Facilities for Early Intervention, Pre-Kindergarten and Kindergarten Classrooms

\*\*\*\* A SEPARATE FORM IS REQUIRED FOR EACH ROOM \*\*\*\*

District: Waterford School: Thomas Richards  
Room Number/Name: 11 School Year: 2024-2025

Our school district elects to use the alternate method of compliance in accordance with N.J.A.C. 6A:26-6.3. In lieu of individual toilet rooms in each classroom, toilet rooms may be provided adjacent to or outside the classroom, if the following criteria are satisfactorily addressed:

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District alternate method of compliance pursuant to N.J.A.C. 6A:26-6.3(h)4iii:

Our alternate method is to provide a  
paraprofessional to escort the children to the  
bathroom. Toilet and Sink heights have been made  
age appropriate by creating raised permanent flooring.

Board of Education has approved this alternate method of compliance on \_\_\_\_\_.

Date

\*\*\*\*Attach Copy of Board Resolution\*\*\*\*

I certify that all requirements of N.J.A.C. 6A:26-6.3 and/or 6.4 have been met.

Superintendent of Schools: \_\_\_\_\_ Date: \_\_\_\_\_

School Business Administrator: \_\_\_\_\_ Date: \_\_\_\_\_

For County Use Only

Approved: \_\_\_\_\_

Not Approved: \_\_\_\_\_

\_\_\_\_\_  
Executive County Superintendent

\_\_\_\_\_  
Date

\_\_\_\_\_  
Executive County Business Official

\_\_\_\_\_  
Date



# New Jersey Department of Education

## Toilet Room Facilities for Early Intervention, Pre-Kindergarten and Kindergarten Classrooms

\*\*\*\* A SEPARATE FORM IS REQUIRED FOR EACH ROOM \*\*\*\*

District: Waterford School: Thomas Richards  
Room Number/Name: 12 School Year: 2024-2025

Our school district elects to use the alternate method of compliance in accordance with N.J.A.C. 6A:26-6.3. In lieu of individual toilet rooms in each classroom, toilet rooms may be provided adjacent to or outside the classroom, if the following criteria are satisfactorily addressed:

- No child or group of children shall be left unsupervised at any time when traveling to or from the facilities. Provisions shall be made for adult supervision in a manner that will not infringe upon instructional time;
- Toilet facilities shall be readily accessible and the toilet room and signage shall be visible to the child from the classroom door;
- Toilet facilities shall be provided for both boys and girls and shall meet the requirements of NJAC 6A:26-6.3(h)4ii.

District alternate method of compliance pursuant to N.J.A.C. 6A:26-6.3(h)4iii:

Our alternate method is to provide a  
paraprofessional to escort the children to the  
bathroom. Toilet and Sink heights have been made  
age appropriate by creating raised permanent flooring.

Board of Education has approved this alternate method of compliance on \_\_\_\_\_.

Date

\*\*\*\* Attach Copy of Board Resolution \*\*\*\*

I certify that all requirements of N.J.A.C. 6A:26-6.3 and/or 6.4 have been met.

Superintendent of Schools: \_\_\_\_\_ Date: \_\_\_\_\_

School Business Administrator: \_\_\_\_\_ Date: \_\_\_\_\_

For County Use Only

Approved: \_\_\_\_\_

Not Approved: \_\_\_\_\_

\_\_\_\_\_  
Executive County Superintendent

\_\_\_\_\_  
Date

\_\_\_\_\_  
Executive County Business Official

\_\_\_\_\_  
Date





# New Jersey Department of Education

## Toilet Room Facilities for Early Intervention, Pre-Kindergarten and Kindergarten Classrooms

\*\*\*\* A SEPARATE FORM IS REQUIRED FOR EACH ROOM \*\*\*\*

District: Waterford School: Thomas Richards  
Room Number/Name: 17 School Year: 2024-2025

Our school district elects to use the alternate method of compliance in accordance with N.J.A.C. 6A:26-6.3. In lieu of individual toilet rooms in each classroom, toilet rooms may be provided adjacent to or outside the classroom, if the following criteria are satisfactorily addressed:

- No child or group of children shall be left unsupervised at any time when traveling to or from the facilities. Provisions shall be made for adult supervision in a manner that will not infringe upon instructional time;
- Toilet facilities shall be readily accessible and the toilet room and signage shall be visible to the child from the classroom door;
- Toilet facilities shall be provided for both boys and girls and shall meet the requirements of NJAC 6A:26-6.3(h)4ii.

District alternate method of compliance pursuant to N.J.A.C. 6A:26-6.3(h)4iii:

Our alternate method is to provide a  
paraprofessional to escort the children to the  
bathroom. Toilet and Sink heights have been made  
age appropriate by creating raised permanent flooring.

Board of Education has approved this alternate method of compliance on \_\_\_\_\_.

Date

\*\*\*\* Attach Copy of Board Resolution \*\*\*\*

I certify that all requirements of N.J.A.C. 6A:26-6.3 and/or 6.4 have been met.

Superintendent of Schools: \_\_\_\_\_ Date: \_\_\_\_\_

School Business Administrator: \_\_\_\_\_ Date: \_\_\_\_\_

### For County Use Only

Approved: \_\_\_\_\_

Not Approved: \_\_\_\_\_

\_\_\_\_\_  
Executive County Superintendent

\_\_\_\_\_  
Date

\_\_\_\_\_  
Executive County Business Official

\_\_\_\_\_  
Date

Included in the Long-Range Facility Plan to account for educational capacity: Yes ☐ No ☒

**Submit the following with this application:**

1. A building floor plan showing the location of the space(s) to be changed. **- SUPPLIED**
2. An educational description of the new use. **Classroom - A setting where students can explore, learn, and thrive.**
3. A description of any work to be done. **DOOR TO BE REPLACED, SWING OUT WITH VISION PANEL.**
4. A sketch of the room(s) on an 8 1/2" X 11" sheet of paper indicating:
  - location of air supply and exhaust ✓
  - direction of door swing ✓
  - listing of all fixed/moveable furniture/equipment and amount of floor space each occupies. ✓
5. Fill in details for each item:
  - dimensions (length x width) 20' x 21' Room Dimension
  - ceiling height 9 ft. 6 in. Total gross area 420 square feet sq. ft
  - type of flooring VCT 12x12
  - foot-candles of light 80
  - description of door hardware Same as other classrooms. Keyed cylinder, Pull Handle Type
  - number of occupants: students 12 teacher and/or aides 1

Upon receipt of the above information, we will advise you as to whether your request can be approved by the County Office or if formal plans are to be submitted to the Office of School Facilities & Finance by a licensed architect or registered engineer.

The Board of Education approved the Change of Use application on \_\_\_\_\_

**\*\*\*\*Attach Copy of Board Resolution \*\*\*\***

Certified by: \_\_\_\_\_ (Superintendent of Schools) \_\_\_\_\_ (Date)

\_\_\_\_\_  
(School Business Administrator) (Date)

**For County Office Use Only**

Date of Inspection by County Office: \_\_\_\_\_ Inspected by: \_\_\_\_\_

Approved as is:                      Not approved:                      Approved subject to the following conditions: \_\_\_\_\_

(Executive County Superintendent)

(Date)

# Existing Cabinets and Countertop

Existing cabinets and countertops to remain. Cabinets are 2 feet deep and run from wall to wall the length of the room. Cabinets utilize 42 sq ft.

Air Supply



Air Supply



## Room 410

Previous outlet for copier has been blanked over with a cover and is inaccessible.

\*New Fire Rated Door to be installed with Vision Window and will also swing into hallway

Fire Rated 20 minute door which swings in and is hinged on the left side. Also would like to add a Vision Panel into the door.

Bookcase  
6 sq ft

Return Air

Return Air



Room is 420 sq ft total with 48 sq ft taken up by mounted furniture/fixtures for a grand total of 372 sq ft

## **Supporting Documentation for Change of Use Copier Room 410**

An educational description of the new use - **A setting where students can explore, learn, and thrive academically and socially.**

Number of occupants (students) – **12 with 1 teacher**

A sketch has been provided which shows the dimensions of the existing old copier room (Room 410) that we would like to use as a small classroom.

As noted on the sketch the existing door will be replaced with a new door with a vision window installed. This new door will also swing opposite of the previous door and will swing out into the hallway as other classrooms do.

The keying and door handle/hardware will be the same type as before and consistent with the other classrooms.

The large existing electrical outlet which was used for the copier has been blanked off so students cannot access the previous outlet.

James Weaver

CEFM # 2015-04-22-1050

Waterford Township School District

# POLICY

## WATERFORD TOWNSHIP BOARD OF EDUCATION

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### REMOTE PUBLIC BOARD MEETINGS DURING A DECLARED EMERGENCY (M)

#### 0164.6 REMOTE PUBLIC BOARD MEETINGS DURING A DECLARED EMERGENCY (M)

#### ~~A. Purpose N.J.A.C. 5:39-1.1~~

- ~~1. The purpose of N.J.A.C. 5:39-1.1 et seq. and Bylaw 0164.6 is to ensure a Board of Education or Board of Trustees of a charter school can conduct official public business in an open and transparent manner whenever a declared emergency requires a local public body to conduct a public meeting without physical attendance by members of the public.~~
- ~~2. Nothing in N.J.A.C. 5:39-1.1 et seq. prevents a local public body from holding a remote public meeting under such other circumstances as may be permitted by the Open Public Meetings Act, N.J.S.A. 10:4-1 et seq.~~

#### ~~B. Definitions N.J.A.C. 5:39-1.2~~

~~For the purpose of this Bylaw and in accordance with N.J.A.C. 5:39-1.2, the following words and terms have the following meanings, unless the context clearly indicates otherwise:~~

~~"Adequate notice" shall have the same definition as at N.J.S.A. 10:4-8; however, for the purpose of N.J.A.C. 5:39-1.1 et seq., and to the extent not otherwise set forth at N.J.S.A. 10:4-8, the notice transmitted to at least two newspapers for publication may occur through electronic mail or other electronic means that is accepted or requested by the newspaper.~~

~~"Annual notice" means a schedule of regular meetings of the public body to be held in the succeeding year noticed pursuant to N.J.S.A. 10:4-8 and 10:4-18. For the purpose of N.J.A.C. 5:39-1.1 et seq., the annual notice may be transmitted through electronic mail to newspapers and persons requesting an annual notice pursuant to N.J.S.A. 10:4-18. If the declared emergency prevents the local public body from mailing an annual notice to individuals requesting notice pursuant to N.J.S.A. 10:4-18, it shall be mailed to individuals for whom the local public body does not have an electronic mail account as soon as practicable.~~



# POLICY

## WATERFORD TOWNSHIP BOARD OF EDUCATION

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### REMOTE PUBLIC BOARD MEETINGS DURING A DECLARED EMERGENCY (M)

~~"Board" or "Board of Education" means a Board of Education, or a Board of Trustees of a charter school as defined as a "local public body" or "public body" as per N.J.A.C. 5:39-1.2.~~

~~"Declared emergency" means a public health emergency, pursuant to the Emergency Health Powers Act, P.L. 2005, c. 222 (N.J.S.A. 26:13-1 et seq.), or a state of emergency, pursuant to P.L. 1942, c. 251 (N.J.S.A. App.A.9-33 et seq.), or both, or a state of local disaster emergency that has been declared by the Governor and is in effect.~~

~~"Electronic notice" means advance notice available to the public via electronic transmission of at least forty eight hours, giving the time, date, location and, to the extent known, the agenda of any regular, special, or rescheduled meeting, which shall accurately state whether formal action may or may not be taken at such meeting.~~

~~"Internet" means the international computer network of both Federal and non Federal interoperable packet switched data networks.~~

~~"Live streaming" means the live audio and video transmission of a remote public meeting over the Internet.~~

~~"Local public body" means any "public body," as that term is defined in N.J.S.A. 10:4-8, with territorial jurisdiction equal to or less than a county. This term shall include Boards of Education, counties, municipalities, boards, and commissions created by one or more counties or municipalities, and any authorities subject to N.J.S.A. 40A:5A-1 et seq., including fire districts and other special districts, along with joint meetings or regional service agencies as defined in N.J.S.A. 40A:65-3.~~

~~"Public business" means and includes all matters which relate in any way, directly or indirectly, to the performance of the public body's functions or the conduct of its business.~~

~~"Public meeting" means and includes any gathering whether corporeal or by means of communication equipment, which is attended by, or open to, all of the members of a public body, held with the intent, on the part of the members of the body present, to discuss or act as a unit upon the specific public business of that body. Meeting does not mean or include any such gathering (1) attended by less than an effective majority of the members of~~



# POLICY

## WATERFORD TOWNSHIP BOARD OF EDUCATION

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### REMOTE PUBLIC BOARD MEETINGS DURING A DECLARED EMERGENCY (M)

~~a public body, or (2) attended by or open to all the members of three or more similar public bodies at a convention or similar gathering.~~

~~"Remote public meeting" means a public meeting that is conducted by any means of electronic communication equipment permitted pursuant to N.J.A.C. 5:39-1.1 et seq.~~

#### ~~C. Circumstances Under Which a Board of Education May Hold a Remote Public Meeting During a Declared Emergency for Conducting Public Business N.J.A.C. 5:39-1.3~~

~~1. In addition to any circumstances under which public meetings held by means of communication equipment may be authorized pursuant to the Open Public Meetings Act, N.J.S.A. 10:4-1 et seq., the Board may hold a remote public meeting to conduct public business during a declared emergency if the emergency reasonably prevents the Board from safely conducting public business at a physical location with members of the public present.~~

~~2. If, during a declared emergency, the Board holds a physical meeting in a location where, pursuant to State and/or Federal guidelines meant to mitigate the risk of a contagious infection, the declared emergency necessitates capacity restrictions reducing the number of individuals that can be present in the meeting room to an amount below that reasonably expected for the public meeting by the Board, the Board must either hold the public meeting at another location with adequate capacity for the reasonably expected attendance by the public or hold the public meeting as both an in-person meeting and a remote public meeting.~~

~~a. As set forth at N.J.A.C. 5:39-1.4(e), no in-person meeting shall proceed if the room capacity does not permit any member of the public to attend.~~

~~3. Nothing in N.J.A.C. 5:39-1.3 shall be interpreted to prevent the Board from broadcasting the audio and/or video of, or taking remote public comment during, a public meeting that the public can physically attend without being subject to public health-related capacity restrictions.~~

#### ~~D. Minimum Technological and Procedural Requirements for Remote Public Meetings Necessitated by a Declared Emergency N.J.A.C. 5:39-1.4~~



# POLICY

## WATERFORD TOWNSHIP BOARD OF EDUCATION

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### REMOTE PUBLIC BOARD MEETINGS DURING A DECLARED EMERGENCY (M)

1. ~~If a declared emergency requires the Board to hold a remote public meeting to conduct public business, the Board shall use an electronic communications technology that is routinely used in academic, business, and professional settings, and can be accessed by the public at no cost.~~
  - a. ~~Participant capacity on the selected platform should be consistent with the reasonable expectation of the public body for public meetings of the type being held and shall not be limited to fewer than fifty public participants (beyond those persons required to conduct business at the meeting).~~
2. ~~Remote public meetings may be held by means including, but not limited to, audio only teleconferencing, electronic communications platforms with video and audio, and Internet accessible technology, such as live streaming.~~
  - a. ~~If an electronic communications platform or Internet accessible technology is being utilized for a remote public meeting, a telephonic conference line shall also be provided to allow members of the public to dial in by telephone to listen and provide public comment as otherwise required by law.~~
  - b. ~~The Board shall require members of the public to state, prior to providing public comment, whether they wish to speak and to identify themselves prior to speaking.~~
3. ~~The Board shall provide the public with similar access to a remote public meeting as members of the Board, staff of the Board, and any individuals seeking one or more approvals from the Board.~~
  - a. ~~If a remote public meeting is held by audio and video, the public shall also have the opportunity to participate in the meeting in both audio and video capacities.~~
  - b. ~~The Board meeting held in person shall not prohibit members of the public from attending in person.~~





# POLICY

## WATERFORD TOWNSHIP BOARD OF EDUCATION

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### REMOTE PUBLIC BOARD MEETINGS DURING A DECLARED EMERGENCY (M)

4. ~~Any remote public meeting where sworn testimony is being taken shall be broadcast by video, as well as by audio.~~
  - a. ~~All individuals giving sworn testimony at a remote public meeting shall appear by video in addition to audio.~~
5. ~~Any presentations or documents that would otherwise be viewed or made available to members of the public physically attending the Board meeting shall be made visible on a video broadcast of the remote public meeting or made available on the Internet website or webpage of the entity governed by the Board, or the Internet website or webpage of the entity responsible for appointing the members of the Board.~~
  - a. ~~If a document would be made available to individual members of the public in hard copy while physically attending the meeting, the document shall be made available in advance of the meeting for download through an internet link appearing either on the meeting notice, or near the posting of the meeting notice, both on the website and at the building where the meeting would otherwise be held.~~
  - b. ~~If the Board does not have its own website, such documents shall be available upon request ahead of the meeting and provided through an official social media account if one exists.~~
6. ~~The Board holding a remote public meeting shall allow members of the public to make public comment by audio, or by audio and video, if the remote public meeting is held over both audio and video, during the meeting.~~
  - a. ~~In advance of the remote public meeting, the Board shall allow public comments to be submitted to the Board Secretary electronic mail and in written letter form by a reasonable deadline.~~
  - b. ~~The Board shall not accept text based public comment received during a remote public meeting held through an electronic communications platform or Internet accessible~~



## REMOTE PUBLIC BOARD MEETINGS DURING A DECLARED EMERGENCY (M)

~~technology. Public comments submitted before the remote public meeting through electronic mail or by written letter shall be read aloud and addressed during the remote public meeting in a manner audible to all meeting participants and the public.~~

- ~~e. The Board shall impose a reasonable time limit, where permitted by law, of five minutes on individual public comments and the same limits shall be placed on the reading of written comments. Each comment shall be read from the beginning, until the time limit is reached. The Board may pass over duplicate written comments; however, each duplicate comment shall be noted for the record with the content summarized. If the Board elects to summarize duplicative comments, the Board must not summarize certain duplicative comments while reading other duplicative comments individually.~~

- ~~7. The electronic communications technology used for a remote public meeting must have a function that allows the Board to mute the audio of all members of the public, as well as allow members of the public to mute themselves.~~

- ~~a. Any electronic communications platform or Internet-accessible technology used for a remote public meeting shall also allow the Board to regulate participation by individual members of the public.~~

- ~~b. A telephonic audio conference call line must have a queueing or similar function for regulating public comment.~~

- ~~8. Subject to D.5. and D.6. above, the Board shall adopt, by resolution, standard procedures and requirements for public comment made during a remote public meeting, as well as for public comments submitted in writing ahead of the remote public meeting.~~

- ~~a. Such procedures and requirements shall include standards of conduct to be followed by members of the public when making comment.~~



## REMOTE PUBLIC BOARD MEETINGS DURING A DECLARED EMERGENCY (M)

~~b. The procedures and requirements for making public comment, along with an explanation of the audio muting function of the electronic communications platform being used, shall be announced at the beginning of the remote public meeting.~~

~~e. Regulation of conduct by members of the public on a remote public meeting shall be consistent with law and practices followed if a member of the public disrupts an in-person meeting. The following procedures shall be incorporated:~~

~~(1) The Board shall facilitate a dialogue with the commenter to the extent permitted by the electronic communications technology.~~

~~(2) If a member of the public becomes disruptive during a remote public meeting, including during any period for public comment, the member of the Board charged with running the remote public meeting shall mute or continue muting, or direct appropriate staff to mute or continue muting, the disruptive member of the public and warn that continued disruption may result in being prevented from speaking during the remote public meeting or removed from the remote public meeting.~~

~~(a) Disruptive conduct includes sustained inappropriate behaviors, such as, but not necessarily limited to, shouting, interruption, and use of profanity.~~

~~(3) A member of the public who continues to act in a disruptive manner after receiving an initial warning may be muted while other members of the public are allowed to proceed with their questions or comments.~~

~~(a) If time permits, the disruptive individual shall be allowed to speak after all other~~



## REMOTE PUBLIC BOARD MEETINGS DURING A DECLARED EMERGENCY (M)

~~members of the public have been given the opportunity to make their comment. Should the person remain disruptive, the individual may be muted or kept on mute for the remainder of the remote public meeting or removed from the remote public meeting.~~

- ~~9. Electronic communications platforms and Internet accessible technologies used for remote public meetings shall be hosted on FedRAMP Moderate Impact Level Authorized dedicated servers or in a FedRAMP Moderate Impact Level Authorized Cloud, unless the host of the dedicated servers or cloud provides annual evidence of satisfactory cybersecurity internal controls through a SOC2 audit report.~~

- ~~a. When using cloud services, the technology vendor shall check provider credentials and contracts to ensure FedRAMP Moderate Impact compliance unless annual evidence of satisfactory internal controls is provided through a SOC2 audit report.~~

### ~~E. Notice of Remote Public Meetings; Statement in Minutes N.J.A.C. 5:39-1.5~~

- ~~1. Adequate notice of a remote public meeting must include, in addition to the content required pursuant to N.J.S.A. 10:4-8, clear and concise instructions for accessing the remote public meeting, the means for making public comment, and where relevant documents, if any, will be made available.~~
- ~~2. In addition to adequate notice, the Board shall also provide electronic notice of a remote public meeting, except as may be permitted pursuant to N.J.S.A. 10:4-9.3 and E.3. below.~~
- ~~a. The electronic notice shall contain the content required pursuant to N.J.S.A. 10:4-8 and 10:4-9.1 and E.1. above, and shall be posted on the Internet website or webpage of Board and/or school district, or the entity responsible for appointing the members of the Board.~~



## REMOTE PUBLIC BOARD MEETINGS DURING A DECLARED EMERGENCY (M)

- (1) ~~If the Board does not have a website, electronic notice shall be provided on an official social media platform of the Board; however, electronic notice is not required if the Board does not have an internet presence.~~
- (2) ~~Unless otherwise prohibited by the declared emergency, the content of the electronic notice shall also be posted on the main access door of the building where the public would routinely attend public meetings of the Board in person. The notice must be viewable from the outside.~~
3. ~~If during a declared emergency the Board elects to issue electronic notice of a remote public meeting in lieu of, rather than in addition to, adequate public notice, as permitted pursuant to N.J.S.A. 10:4-9.3, the Board shall limit public business discussed or effectuated at the meeting to matters:~~

  - a. ~~Necessary for the continuing operation of government and which relate to the emergency declaration connected with the declared emergency; or~~
  - b. ~~Requiring decision during the remote public meeting due to imminent time constraints.~~
4. ~~Nothing in N.J.A.C. 5:39-1.5 prohibits the Board from holding a remote public meeting, notwithstanding the failure to provide adequate notice and electronic notice where permitted pursuant to N.J.S.A. 10:4-9.~~
5. ~~If the Board expects to conduct remote public meetings for a series of regularly scheduled meetings advertised in its annual notice, the annual notice shall be revised at least seven days prior to the next regularly scheduled meeting, indicating which meeting(s) will be held as a remote public meeting and shall contain clear and concise instructions for accessing those remote public meetings, the means for making public comment, and where relevant documents, if any, will be made available.~~



# POLICY

## WATERFORD TOWNSHIP BOARD OF EDUCATION

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### REMOTE PUBLIC BOARD MEETINGS DURING A DECLARED EMERGENCY (M)

- a. ~~In addition to the means of notice transmission required pursuant to N.J.S.A. 10:4 18, the revised annual notice shall be posted on the Internet website or webpage of the Board and/or school district, or the entity responsible for appointing the members of the Board.~~
- b. ~~If the Board does not have its own website, the revised notice shall be provided on an official social media platform unless the Board does not have an Internet presence.~~
- c. ~~Unless otherwise prohibited by the declared emergency, the content of the electronic notice shall also be posted on the door of the main public entrance to the building where the public would routinely attend public meetings held by the Board.~~
- (1) ~~Notice must also be posted on the door for any designated and clearly delineated handicap accessible entrance. These notices must be viewable from the outside.~~
6. ~~If a previously scheduled Board meeting were to allow public attendance without a public health related restriction as to capacity, but the Board intends to hold the same meeting as a remote public meeting due to a declared emergency and the change is not reflected in a revised annual notice issued pursuant to E.5. above, the Board shall issue adequate and electronic notice for said meeting pursuant to E.1. and E.2. above as if the meeting were not included in the annual notice.~~
7. ~~At the commencement of every remote public meeting of the Board, the person presiding shall announce publicly, and shall cause to be entered in the minutes of the meeting, an accurate statement to the effect that:~~
  - a. ~~Both adequate and electronic notice of the meeting has been provided, specifying the time, place, and manner in which such notice was provided;~~



## REMOTE PUBLIC BOARD MEETINGS DURING A DECLARED EMERGENCY (M)

b. ~~Only electronic notice of the meeting has been provided, specifying the time, place, and manner in which such notice was provided, and that discussion and effectuation of public business shall be limited to only those matters:~~

~~(1) Necessary for the continuing operation of government and that relate to the applicable emergency declaration; or~~

~~(2) Requiring decision during the remote public meeting due to imminent time constraints; or~~

e. ~~That adequate notice and electronic notice was not provided, in which case such announcement shall state:~~

~~(1) The reason(s) why the matter(s) discussed are of such urgency and importance, as contemplated pursuant to N.J.S.A. 10:4 9(b)(1), and the nature of the substantial harm to the public interest likely to result from a delay in the holding of the meeting;~~

~~(2) That the remote public meeting will be limited to discussion of, and acting with respect to, such matters of urgency and importance;~~

~~(3) The time, place, and manner in which notice of the meeting was provided; and~~

~~(4) Either that the need for such meeting could not reasonably have been foreseen at a time when adequate notice and/or electronic notice could have been provided, in which event, such announcement shall specify the reason why such need could not reasonably have been foreseen; or that such need could reasonably have been foreseen at a time when adequate notice and/or electronic notice could have been provided, but such notice was not provided, in which event the announcement shall specify the reason why adequate notice and/or electronic notice was not provided.~~



# POLICY

## WATERFORD TOWNSHIP BOARD OF EDUCATION

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### REMOTE PUBLIC BOARD MEETINGS DURING A DECLARED EMERGENCY (M)

8. ~~Where the Board is required by law to provide a meeting agenda, or otherwise provides a meeting agenda by practice at its regularly scheduled meetings, prior to the commencement of the remote public meeting, the Board shall also make a copy of the agenda available to the public for download through an Internet link appearing either on the meeting notice, or near the posting of the meeting notice on the website.~~

a. ~~The notice shall also be posted at the building where the meeting would otherwise be held prior to the commencement of the remote public meeting.~~

#### F. ~~Executive or Closed Session During Remote Public Meetings~~

1. ~~A Board entering into an executive or closed session shall ensure that audio or video of the session cannot be accessed, except by those individuals that are participating in the session.~~

a. ~~A separate non-public conference line or e platform session may be employed for this purpose.~~

2. ~~The secretary of the Board should take roll call with each individual affirmatively identifying themselves prior to commencing the closed session.~~

3. ~~If a closed session is held through a telephonic conference call a separate call in line should be made available to ensure confidentiality.~~

4. ~~For closed sessions during remote public meetings held through video conferencing, audio recording should be muted, and video recording blocked by a graphic labeled "Executive Session".~~

5. ~~As with in person meetings, the Board shall have read into the record the reason(s) for entering into executive session.~~

~~N.J.A.C. 5:39-1.1 et seq.~~

~~Adopted: 28 April 2021~~





# POLICY

## WATERFORD TOWNSHIP BOARD OF EDUCATION

Bylaws

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### BOARD MEMBER NUMBER AND TERM

#### 0141 BOARD MEMBER NUMBER AND TERM

~~The Board of Education shall consist of nine members.~~

-

~~The term of a Board member shall be three years, except that:-~~

- ~~1. A Board member appointed to fill a vacancy occurring within sixty days immediately preceding an annual election occurring in April, to fill a term extending beyond the next election, shall serve until the organizational meeting following the second annual election next succeeding the occurrence of the vacancy; or~~

-

- ~~2. A Board member appointed to fill a vacancy occurring after the third Monday in July for an annual election occurring in November, to fill a term extending beyond the next election, shall serve until the organizational meeting following the second annual election next succeeding the occurrence of the vacancy.~~

-

~~Any vacancy for the remainder of a term shall be filled at the annual election or the second annual election next succeeding the occurrence of a vacancy, as the case may be.~~

-

N.J.S.A. 18A:12-6; 18A:12-9; 18A:12-11; 18A:12-15

Adopted: 25 June 2014



# POLICY

## WATERFORD TOWNSHIP BOARD OF EDUCATION

Bylaws

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### BOARD MEMBER AND TERM - SENDING DISTRICT

#### 0141.1 BOARD MEMBER NUMBER AND TERM - SENDING DISTRICT

The Board of Education shall consist of nine members.

The term of a Board member shall be three years, except ~~that~~; **except vacancies in the membership of the Board shall be filled in accordance with the provisions of N.J.S.A. 18A:12-15. Each Board member appointed to fill a vacancy shall serve until the organizational meeting following the next annual election unless the Board member is appointed to fill a vacancy occurring within the sixty days immediately preceding such election if the annual election is held in April, or occurring after the third Monday in July if the election is held in November, to fill a term extending beyond such election, in which case the Board member shall serve until the organizational meeting following the second annual election next succeeding the occurrence of the vacancy, and any vacancy for the remainder of the term shall be filled at the annual election or the second annual election next succeeding the occurrence of the vacancy, as the case may be.**

1. ~~The term of a member appointed to fill a vacancy shall be from the member's appointment to the organizational meeting following the next annual election, except that;~~
2. ~~The term of a member appointed to fill a vacancy within sixty days immediately preceding an annual election shall be from the member's appointment to the organizational meeting following the second annual election after his/her appointment;~~
3. The Board of Education shall have representation on the Hammonton Board of Education (receiving district) in accordance with N.J.S.A. 18A:38-8.2.

~~Representation on the receiving district Board shall be in accordance with N.J.S.A. 18A:38-8.2. In accordance with N.J.S.A. 18A:38-8.2 et. seq. the sending district shall have no representation on the receiving district Board of Education if the pupils of a sending district comprise less than 10% of the total enrollment of the pupils in the grades of the receiving district in which the pupils of the sending district will be enrolled. If the pupils of a sending district comprise at least 10% of the total enrollment of the pupils in the grades of the receiving district in which the pupils of the sending district will be enrolled, the sending district will have representation on the receiving Board of Education in accordance with N.J.S.A. 18A:38-8.2.a.(2). The calculation of percentages required shall be based on the~~



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~~number of pupils reported as of the last school day prior to October 16 of each prebudget year. If the total number of pupils of two or more sending districts, which do not qualify for representation in accordance with N.J.S.A. 18A:38-8.2.a.(2), comprise at least 15% of the total enrollment of the pupils in the grades of the receiving district in which the pupils of the sending district will be enrolled, the sending districts will have representation on the receiving Board of Education in accordance with N.J.S.A. 18A:38-8.2.b. The number of representatives designated by the sending districts shall be in accordance with N.J.S.A. 18A:38-8.2.c.~~

**In accordance with N.J.S.A. 18A:38-8.2.a.(1), if the students of the sending district comprise less than ten percent of the total enrollment of the students in the grades of the receiving district in which the students of the sending district will be enrolled, the sending district shall have no representation on the receiving district Board of Education. If the students of the sending district comprise at least ten percent of the total enrollment of the students in the grades of the receiving district in which the students of the sending district will be enrolled, the sending district shall have one representative on the receiving Board of Education in accordance with N.J.S.A. 18A:38-8.2.a.(2).**

**If the total number of students of two or more sending districts, which do not qualify for representation in accordance with N.J.S.A. 18A:38-8.2.a., comprise at least fifteen percent of the total enrollment of the students in the grades of the receiving district in which the students of the sending district will be enrolled, the sending districts shall have collectively two representatives on the receiving district Board of Education in accordance with N.J.S.A. 18A:38-8.2.b.**

**The annual designation of the representatives, in the event more than two districts collectively qualify under N.J.S.A. 18A:38-8.2.b., shall be rotated among the Boards of Education of the sending districts according to a schedule determined by the joint agreement of the Boards.**

**Notwithstanding the provisions of N.J.S.A. 18A:38-8.2.a. and b., the number of representatives designated by the sending districts to be additional members shall not exceed three additional members on a receiving Board with originally nine or more members, two additional members on a receiving Board with originally seven or eight members, and one additional member on a receiving Board with originally less than seven members. In the event that this restriction results in unequal representation of sending districts, the annual designation of the representative or representatives shall be rotated among the Boards of Education of the sending**



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districts according to a schedule determined by the joint agreement of the Boards in accordance with N.J.S.A. 18A:38-8.2.c.

Notwithstanding the provisions of N.J.S.A. 18A:38-8.2 or any other law or regulation to the contrary, a school district which is located in a county of the sixth class according to the latest Federal decennial census, which has an October 1998 resident enrollment greater than 2,400 students but less than 2,600 students, and which sends its students in grades nine through twelve to a school district in the same county pursuant to N.J.S.A. 18A:38-8 shall have representation on the Board of Education of the receiving district in accordance with the provisions of N.J.S.A. 18A:38-8.4.

The sending district Board of Education shall designate their representative(s) to serve on the receiving district Board of Education on an annual basis upon notification from the County Superintendent of the appropriate representation on the receiving Board of Education. ~~A representative of a This designation shall be made by the sending district~~ Board of Education at its meeting of the Board of Education closest in time to the annual organization meeting of the receiving district Board of Education and shall serve a one-year term beginning with the annual reorganizational meeting of the receiving Board of Education in accordance with N.J.S.A. 18A:38-8.2.d. The sending district representative(s) shall be subject to the rules and procedures of the receiving district Board of Education. If this position becomes vacant, the Board shall designate a new representative(s) to serve the remainder of the term.

The calculation of percentages required shall be based on the number of students reported as of the last school day prior to October 16 of each prebudget year pursuant to N.J.S.A. 18A:38-8.2.e. and N.J.S.A. 18A:38-8.4.b.

4. The Waterford Township representative(s) shall be eligible to vote on the following matters before the Hammonton Board of Education in accordance with N.J.S.A. 18A:38-8.1:
  - a. Tuition to be charged the sending district by the receiving district and the bill lists or contracts for the purchase, operation or maintenance of facilities, equipment and instructional materials to be used in the education of the pupils of the sending district;
  - b. New capital construction to be utilized by sending district pupils;
  - c. Appointment, transfer or removal of teaching staff members providing services to the pupils of the sending district, including any teaching staff



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member who is a member of the receiving district's central administrative staff; and

- d. Addition or deletion of curricular and extracurricular programs involving pupils of the sending district.
  - e. Any matter directly involving the sending district students or programs and services utilized by those students;
  - f. Approval of the annual receiving district budget;
  - g. Any collectively negotiated agreement involving employees who provide services utilized by sending district students;
  - h. Any individual employee contracts not covered by a collectively negotiated agreement, if those employees provide or oversee programs or services utilized by sending district students; and
  - i. Any matter concerning governance of the receiving district Board of Education including, but not limited to, the selection of the Board President or Vice President, approval of Board Bylaws, and the employment of professionals or consultants such as attorneys, architects, engineers, or others who provide services to the receiving district Board of Education.
5. While the sending district representative shall have limited voting rights, **in accordance with N.J.S.A. 18A:38-8.1**, in all other respects the representative shall function as a full member of the receiving Board of Education, including participation in the closed session discussions.

N.J.S.A. 18A:12-6; 18A:12-9; 18A:12-11; 18A:12-15; 18A:38-8  
N.J.A.C. 6A:23A-2.1 et seq.

Adopted: 25 June 2014

