

**WATERFORD TOWNSHIP BOARD OF EDUCATION  
REGULAR BOARD MEETING – January 15, 2025  
WATERFORD ELEMENTARY SCHOOL**

**DRAFT**

**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, Daniel Hoover, Rosemarie Hunter, Thomas Leach, Michael McClintock, Ehren O'Donnell

Members absent: Benjamin De Vuyst, Jason Galante

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**

**C. MOTION TO APPROVE THE RESOLUTION AUTHORIZING CLOSED SESSION**

A motion was made by Mr. Leach, seconded by Ms. Libak-Fanz, 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. Libak Fanz, seconded by Ms. Hunter, and carried by unanimous voice consent to return to open session at 7:00 p.m.

**E. FLAG SALUTE**

Mr. DeNafo led the Pledge of Allegiance.

**F. MISSION STATEMENT**

Mr. Hoover read the Mission Statement.

**G. STATEMENT TO THE PUBLIC**

Mr. DeNafo 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-** no report

**III. PRESENTATIONS**

- A. Code of Ethics-** *Howard Long*

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

- A.** A motion was made by Mr. O'Donnell, seconded by Ms. Libak Fanz, and carried by unanimous voice consent to open the meeting to the public.

None

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

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**V. MINUTES**

A motion was made by Ms. Hunter, seconded by Mr. O'Donnell, 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 abstained from item C.)

- A. Board Meeting December 18, 2024
- B. Closed Session December 18, 2024
- C. Board Meeting January 2, 2025

**VI. SUPERINTENDENT'S REPORT**

A motion was made by Mr. O'Donnell, seconded by Ms. Libak Fanz, and carried by a unanimous roll call vote to approve the following items:

**A. Monthly District Reports-**

- 1. Monthly Wellness Report (See Attachment)
- 2. Fire/Security Drill Log

School Name	Drill Date	Drill Time	Weather Conditions	Type of Drill	# of Students Involved	# of Staff Involved
Atco	12/12/2024	2:00 PM	38 degrees, Sunny	Active Shooter	209	41
Atco	12/18/2024	10:21	47 degrees, Sunny	Fire	211	44
TR	12/11/24	9:48 AM	N/A	Lockdown	232	64
TR	12/12/2024	9:44 AM	36 degrees, Sunny	Fire	233	63
TR	12/17/2023	9:59 AM	NA	Code Blue	n/a (230)	7
WES	12/4/2024	1:41 PM	N/A	Active Shooter	407	84
WES	12/9/2024	10:00 AM	48 degrees, cloudy	Fire drill	402	84

**B. Enrollment:**

Grade	2023-2024 # of Students	2024-2025 # of Students
PK (3 yr. old)	55	79
PK (4 yr. old)	95	72
PK (5 yr. old)	1	1
<b>Sub Total:</b>	<b>151</b>	<b>152</b>
K	108	108
1 <sup>st</sup>	108	110
2 <sup>nd</sup>	95	109
3 <sup>rd</sup>	107	97
4 <sup>th</sup>	116	110
5 <sup>th</sup>	112	117
6 <sup>th</sup>	130	113
<b>Sub Total:</b>	<b>776</b>	<b>764</b>
<b>Total:</b>	<b>927</b>	<b>916</b>

**C. Suspension Report:**

Suspension:	TR	Atco	WES
In School Suspension	0	0	3
Out of School Suspension	0	0	0

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**VIII. SUPERINTENDENT'S RECOMMENDATIONS**

**A. EDUCATION**

Upon the recommendation of the Superintendent, a motion was made by Ms. Libak-Fanz, seconded by Mr. O'Donnell, and carried by a roll call vote to approve the items 1 through 9.

1. **Harassment, Intimidation and Bullying (HIB) Report:**  
Acknowledge and accept receipt of HIB Investigations. (See Attachment A-1).
2. **HSA Smencil Gram Fundraiser for the 2024-2025 School Year:**  
Approve the HSA Smencil Gram fundraiser for the 2024-2025 school year.
3. **Revised District Improvement Plan for the 2024-2025 School Year:**  
Approve the revisions of the Waterford Township District, District Improvement Plan 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/Students	Cost PP	Total
Citizen's Bank Park	2/26/25	4	Grade 4 Teachers	22/110	Students- \$8 Adults- \$13	Admission: \$1,166 Transportation: \$1,050
Lincoln Financial Field	4/3/25	5	Grade 5 Teachers	24/115	Students- \$7 Adults- \$10	Admission: \$1,045 Transportation: \$1,200

5. **Title I Summer Learning Academy Program 2024-2025:**  
Approve Title I Summer Learning Academy Program for the 2024-2025 school year to support students in English Language Arts and Mathematics as follows:

Grades	Dates	Hours	Location
K & 1	7/1/25-7/31/25 (M,T,W,Th)	9:20am-12:20pm	TR
2, 3, 4 & 5	7/1/25-7/31/25 (M,T,W,Th)	8:40am-11:40am	WES

6. **Special Education Extended School Year 2024-2025:**  
Approve Extended School Year for the 2024-2025 school year as follows:

Grades	Dates	Hours	Location
PK, K & 1	7/1/25-7/31/25 (M,T,W,Th)	9:20am-12:20pm	TR
2, 3, 4 & 5	7/1/25-7/31/25 (M,T,W,Th)	8:40am-11:40am	WES

7. **Approve the following policy for the first reading:**  
n/a
8. **Approve the following policy for the second reading:**  
n/a
9. **Acknowledge receipt of the following regulations:**  
n/a

**B. PERSONNEL**

A motion was made by Ms. Hunter, seconded by Mr. McClintock, and carried by a roll call vote to approve items 1 through 9.

**WATERFORD TOWNSHIP BOARD OF EDUCATION**  
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**1. Lateral Moves – Certified Staff Members:**

Approve the lateral move requests for the following Certified Staff members on the salary guide effective 2.01.25:

Name	Credential (from)	Credential (to)	Step (from)	Step (to)	Salary (from)	Salary (to)
Marsh, Carley	MA	MA +15	10	10	\$73,277	\$74,552

**2. Lateral Move – Support Staff:**

Approve the lateral move for the following support staff member effective 2.01.25:

Name	Position (from)	Position (to)	Step (from)	Step (To)	Hrly Rate (from)	Hrly Rate (to)
Small, Stephanie	Paraprofessional	Paraprofessional Highly-Qualified	1	1	\$16.85	\$18.15

**3. 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)
Rouse, Rayven	Teacher	\$129.53 / day	\$142.49 / day
Slater, Warren	Paraprofessional	18.12 / hr.	19.93 / hr.

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

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

Name	Location	Position	UPC	Effective Date
Patane, Jocelyn	District	Permanent Parapro Substitute	23-80-PP / BAM	12.17.24

**5. Perfect Attendance Awards—December 2024:**

Acknowledge and congratulate Madeline Crone who will receive a \$50.00 Amazon gift card for her Perfect Attendance record during the month of December. Ms. Crone joined our district at the beginning of the 2021-2022 school year and is currently teaching 2<sup>nd</sup> grade at Atco Elementary. Congratulations Madeline!!!!!!

**6. Leave-of-Absence:**

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

Staff Member	Dates	Classification
4746	3.24.25 – 10.29.25	FMLA / NJFLA (acknowledge)

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

n/a

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

n/a

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

n/a

**C. BUSINESS**

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

**WATERFORD TOWNSHIP BOARD OF EDUCATION**

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1. **Board Secretary's Certifications for the month of November 2024 (See Attachment C-1):**  
In accordance with 18A:17-9 for the month of November 2024, the Cash Reconciliation Report and the Board Secretary's report are in agreement. In accordance with 18A:17-9 for the month of November 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 October 2024 and after review of the Secretary's Monthly Financial Report and upon consultation with the appropriate district officials, to the best of the Board's knowledge, no major account or fund has been over-expended in violation of N.J.A.C. 6A:23A-16.10(a)1 and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.
3. **Financial Reports for the month November 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- \$1,389,161.16
  - Bills List #2- \$ 41,096.41
  - Bills List #3- \$ 31,521.60
  - Bills List #4- \$ 23,415.59
5. **Grants:**  
n/a
6. **Tuition Contracts:**  
n/a
7. **Budget:**  
n/a
8. **Out of District Professional Development for the 2024-2025 School Year:**  
n/a
9. **Facilities:**  
n/a
10. **Transportation:**  
n/a

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11. **Business-Related Policies:**
- a. **Approve the following policies for the first reading:**  
n/a
  - b. **Approve the following policies for the second reading:**  
n/a
  - c. **Acknowledge receipt of the following regulations:**  
n/a

**D. BYLAWS–*Barbara Libak Fanz***

- 1. **Approve the following policy for the first reading :**  
n/a
- 2. **Approve the following policy for the second reading :**  
n/a
- 3. **Acknowledge receipt of the following regulations:**  
n/a

**VIII. REPORTS**

- a. **Legislation-** Mr. Leach gave an oral report.
- b. **Camden County School Boards Association-** Mr. O'Donnell, "nothing to report".
- c. **New Jersey School Boards Association-** Dan Hoover, "nothing to report".
- d. **Camden County Educational Services Commission-** no report
- e. **Hammonton-Roe Hunter** gave an oral report
- f. **Board President's Report-** Matthew 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. 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 Mr. McClintock, seconded by Mr. Libak Fanz, and carried by unanimous voice consent to close the meeting to the public.

**XI. MEETING ADJOURNMENT at 7:35**

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

**Respectfully Submitted,**



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