

WATERFORD TOWNSHIP BOARD OF EDUCATION

NOTICE OF MEETING:

**REGULAR BOARD MEETING – February 19, 2025
WATERFORD ELEMENTARY SCHOOL
Regular Meeting – 6:30 p.m.**

I. MEETING CALLED TO ORDER _____

This meeting was advertised in compliance with the Sunshine Law through the notice issued to the Courier-Post and filed with the clerk of the Township of Waterford and posted in the Board Office and on the district website, wtsd.org.

A. ROLL CALL

B. MOTION TO APPROVE BUSINESS NOT ANTICIPATED AT THE TIME OF THE AGENDA PURSUANT TO BOARD POLICY

C. MOTION TO APPROVE THE RESOLUTION AUTHORIZING CLOSED SESSION

D. MOTION TO APPROVE THE RETURN TO OPEN SESSION _____

E. FLAG SALUTE

F. MISSION STATEMENT- Roe Hunter

G. STATEMENT TO THE PUBLIC

Often times it appears to the members of our audience that the Board of Education takes action with very little comment, and in many cases a unanimous vote. Before a matter is placed on an agenda for a public meeting, the administration have thoroughly reviewed the matter with the Superintendent of Schools. If the Superintendent of Schools is satisfied that the matter is ready to be presented to the Board of Education, it is then referred to the appropriate Board Committee. The members of the Board Committee work with the administration and Superintendent to assure that the members fully understand this matter. When the committee is satisfied with the matter, it is presented to the Board of Education for discussion before any final action is taken. Only then, it is placed on the agenda for action at the public meeting.

THE BOARD OF EDUCATION HAS DISCUSSED SUBJECTS IN CLOSED SESSION WHICH WILL BE DISCLOSED TO THE PUBLIC WHEN ACTION IS TAKEN BY THE BOARD, IF ANY, OR AT A PUBLIC SESSION AT SOME LATER DATE.

THE BOARD PRESIDENT REQUESTS THAT ALL CELL PHONES BE TURNED OFF OR PLACED ON VIBRATE DURING THE BOARD MEETING – THANK YOU.

MINUTES, POLICY BOOK AND ATTACHMENTS ARE AVAILABLE AT THE SCHOOL DISTRICT WEBSITE, WTSD.ORG

FIRE EXITS ARE LOCATED IN THE FRONT AND REAR OF THE ROOM.

The public is reminded that they should attempt to resolve problems and/or complaints through initial contact with the appropriate administrator or staff member. Such matters should only be brought to the Board after all avenues within the chain of command have been exhausted.

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II. COMMITTEE REPORTS

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

III. PRESENTATIONS

- A. Students of the 2nd Marking Period-**
 - 1. **K- Avery Shropshire-** *Ms. DiPasquale*
 - 2. **1st- Giana Guzman-** *Ms. Campanella*
 - 3. **2nd- Ashton Clark-** *Ms. Weidmann*
 - 4. **3rd- Scarlett Goldberg-** *Ms. Stephan*
 - 5. **4th- Dominique Brown-** *Ms. Oriente*
 - 6. **5th- Mackenzie Wister-** *Mr. Moore*
 - 7. **6th- Ryan Ely-** *Mr. Ambroselli/Ms. Gray*
- B. Substitute of the 2nd Marking Period-**
 - 1. **Rosemarie Bieniakowski-** *Dr. Nolan*
- C. Annual Consolidated Financial Report-** *Scott Barron*
- D. SSDS Report-Period One-2024/2025 School Year-** *Heather Kondas*
- E. District-Wide Wellness Week-** *Heather Kondas*

IV. COMMENTS FROM THE PUBLIC ON AGENDA ITEMS ONLY

- A.** Motion to open the meeting to the Public
- B.** Motion to close the meeting to the Public

V. MINUTES – Approve the minutes for the following meetings as submitted by the School Business Administrator/Board Secretary:

- A.** Board Meeting January 15, 2025
- B.** Closed Session January 15, 2025

VI. SUPERINTENDENT'S REPORT – Dr. Michael Nolan

- 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	1/24/2025	9:45 AM	26 degrees and sunny	Fire Drill	201	50
Atco	1/29/2025	10:40 AM	47 degrees and sunny	Bomb Treat	200	45
TR	1/13/2025	10:04 AM	36 degrees cloudy	Fire Drill	247	65
TR	1/14/2025	10:03 AM	N/A	Active Shooter	237	66
WES	1/2/2025	9:20 AM	35 degrees /sunny	Fire drill	393	74
WES	1/3/2025	2:00 PM	N/A	Lock down	394	80

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B. Enrollment:

Grade	2023-2024 # of Students	2024-2025 # of Students
PK (3 yr. old)	54	80
PK (4 yr. old)	94	71
PK (5 yr. old)	1	1
Sub Total:	148	152
K	107	110
1 st	107	109
2 nd	95	108
3 rd	106	97
4 th	115	109
5 th	112	116
6 th	132	113
Sub Total:	774	762
Total:	922	914

C. Suspension Report:

Suspension:	TR	Atco	WES
In School Suspension	0	0	2
Out of School Suspension	0	0	9

VIII. SUPERINTENDENT'S RECOMMENDATIONS

Upon the recommendation of the Superintendent:

A. EDUCATION –*Ehren O'Donnell/ Barbara Libak Fanz /Jason Galante*

1. **Harassment, Intimidation and Bullying (HIB) Report:**
Acknowledge receipt/affirm HIB Investigations. (See Attachment A-1).
2. **Waterford Elementary School Fundraisers for the 2024-2025 School Year:**
Approve the Waterford Elementary School fundraisers for the 2024-2025 school year.
 - a. Alex's Lemonade Stand
 - b. Can Tab Drive for Ronald McDonald House Charities
 - c. Wish List Pantry Drive for Ronald McDonald House Charities
3. **Memorandum of Agreement for 2024-2025:**
Approve the Memorandum of Agreement between the Waterford Township Police Department and the Waterford Township Board of Education for the 2024-2025 school year.
4. **Revised Calendar for the 2024-2025 School Year:**
Approve the revised calendar for the 2024-2025 school year. (See Attachment A-4).

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5. 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
Leadership Academy to HMS	2/26/25	6	2	2/32	N/A	Admission: N/A Transportation: \$300
Camden Aquarium	3/6/25	1	8	52/115	Student: \$12.99 Adult: \$22.99	Admission: \$2,826.64 Transportation: \$1,800
Leadership Academy to Atco School	3/14/25	6	3	3/32	N/A	Admission: N/A Transportation: \$75
Johnson's Farm	5/22/25	PK	14	37/152	\$16/pp	Admission: \$3504 Transportation: \$1,000
Storybook Land	5/24/25 (rain date 5/29/25)	K	19	45/106	\$20.99/pp	Admission: \$3,169.49 Transportation: \$1,540
Cape May Zoo	5/29/25	2	8	45/117	N/A	Admission: N/A Transportation: \$1,660
Six Flags Great Adventure	6/3/25	6	8	113/36	\$84.59/pp	Admission: \$8,638.50 Transportation: \$2,220
Team Up Day-HMS	6/4/25	6	9	18-20/114	N/A	Admission: N/A Transportation: \$544
K Orientation to Atco School	6/5/25	K	17	17/106	N/A	N/A
Gr.2 Orientation to WES	6/5/25	2	12	12/112	N/A	N/A

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

Approve the submission of the 2024-2025 School Self-Assessment for Determining Grades under the Anti-Bullying Bill of Rights Act to the New Jersey Department of Education.

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

A. PERSONNEL – Michael McClintock/Ben De Vuyst/Roe Hunter

Upon the recommendation of the Superintendent:

1. Retirement of Certified Staff Member:

Approve the retirement of Alma York-Zaleski, Art Education Teacher, with gratitude and appreciation for her 14 years of service to our district, effective July 1, 2025.
(UPCs: 30-40-E1 / ACK and 30-45-E1 / ACJ)

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2. 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)
Cocco, Nicholas	Teacher	\$138.59 / day	\$152.45 / day
Eccles, James	Non-Instructional Aide (Cafeteria)	17.06 / hr	18.76 / hr
Johnson, Alisa	Teacher Paraprofessional	129.53 / day 18.12 / hr	142.49 / day 19.93 / hr
Santo, Jamie	Paraprofessional Non-Instructional Aide (Cafeteria)	18.12 / hr 17.06 / hr	19.93 / hr 18.76 / hr
Sorce, Alyssa	Teacher Paraprofessional	129.53 / day 18.12 / hr	142.49 / day 19.93 / hr
Sowinski-Dunn, Zachary	Non-Instructional Aide (Cafeteria)	17.06 / hr	18.76 / hr

3. Leave-of-Absence Request:

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

Staff Member	Dates	Classification
4607	5.31.25 – 6.30.25 9.02.25 – 12.10.25	FMLA / NJFLA

4. 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
Erasmus, Sarah	Non-Instructional Aide (Cafeteria)	20-40-NA / AXY	Atco	1	\$16.12	2.5	185	.42
Tartaglia, Joan	Permanent Paraprofessional Substitute	23-80-PP / BAO	District	1	16.85	6.0	185	1.0

5. Resignation of Certified Staff Member(s):

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

Name	Location	Position	UPC	Effective Date
Zeccardi, Denise	WES	Teacher – Res. Prgm	30-50-PO / ASK	3.16.25

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

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

Name	Location	Position	UPC	Effective Date
Rhody, Jenna	Atco	Non-Instructional (Cafeteria Aide)	20-40-NA / AXY	1.16.25
Swierczynski, Jessica	TR	HQ Paraprofessional	20-45-L1 / AEU	2.04.25

7. Perfect Attendance Awards—January 2025:

Acknowledge and congratulate Jess Shropshire, who will receive a \$50.00 Amazon gift card for her perfect attendance record during the month of January. Mrs. Shropshire joined our district in November 2004, and is currently teaching Math to students at Waterford Elementary. Congratulations Mrs. Shropshire!!!

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

Approve the change of position for the following Support Staff members for the 2024-2025 school year:

Name	Curr Loc	Curr Position	Curr UPC	Curr Rate / Hour	Curr Hr/Day Day/Yr	New Loc	New Position	New UPC	Curr Rate / Hour	Curr Hr/Day Day/Yr	Effective Date
Baron, Stephanie	Distr	Perm. Para Substitute	23-80-PP / BAP	18.15	6 hrs / day 185 / year	TR	Para	20-45-L1 / AEU	18.15	6 hrs / day 185 / year	2.20.25

9. Job Description:

Approve the revision of the job description for Lead Custodian. (See Attachment B-9).

10. Approval to submit a contract with Christopher Eberly as Business Administrator/Board Secretary to the Department of Education. (See Attachment B-10).

11. ESY Summer Learning Program 2024-2025 - Certified & Support Staff, and Records Review:

Approved certified and support staff members to provide services for the ESY Summer Learning Program, and certified staff members for records review and instructional planning as outlined on the attached list. (See Attachment B-11).

12. Title I Summer Learning Academy Program 2024-2025 - Certified & Support Staff, and Training:

Approve certified and support staff members to provide tutoring services for the Title I Summer Learning Academy and i-Ready Training (if needed) as outlined on the attached list. (See Attachment B-12).

13. Title I & ESY Summer Learning Academy Program 2024-2025 - Substitute Certified Staff:

Approve certified staff to provided services for the 2024-2025 Title I and ESY Summer Learning Programs as substitute teachers for 3.25 hours per day, \$55.00 per hour on an “as needed” basis per the attached list. (See Attachment B-13).

14. ESY Summer Learning Program 2024-2025 - Substitute Support Staff:

Approve support staff members to provide substitute services for the ESY Summer Learning Program as substitute paraprofessionals for 3.25 hours per day, \$18.75 per hour for grades 1-6, and \$20.63 per hour for grades PK and K on an “as needed” basis per the attached list. (See Attachment B-14).

15. Approve the following policy for the first reading:

- Policy # 3160- Physical Examination-Teaching Staff
- Policy # 4160- Physical Examination- Support Staff

16. Approve the following policy for the second reading:

n/a

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17. Acknowledge receipt of the following regulations:

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

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

Upon the recommendation of the Superintendent:

1. Board Secretary's Certifications for the month of December 2024 (See Attachment C-1):

In accordance with 18A:17-9 for the month of December 2024, the Cash Reconciliation Report and the Board Secretary's report are in agreement. In accordance with 18A:17-9 for the month of December 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 December 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 December 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- \$ 3,046,456.10
- Bills List #2- \$ 86,617.97
- Bills List #3- \$ 60,927.86
- Bills List #4- \$ 42,965.72

5. Grants:

Grantor	School	Amount	Purpose	Attachment
WTHSA	Atco	\$1,800	Grade 1 field trip transportation	N/A
WTHSA	Atco	\$1,600	Grade 2 field trip transportation	N/A
WTHSA	WES	\$1,050	Grade 4 field trip transportation	N/A
WTHSA	WES	\$1,200	Grade 5 field trip transportation	N/A

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6. Tuition Contracts:

SID #	School	From	To	Amount	Send/Receive	Attachment
3524820925	Hammonton High School	2/5/25	6/30/25	\$7,156.06	Send	N/A
3524820925	Brick Township	2/5/25	6/30/25	\$7,156.06	Receive	N/A
5770303351	Hampton Academy	2/11/25	6/30/25	\$ 32,642.56	Send	N/A

7. Contracts:

Vendor	Purpose	From	To	Amount	Attachment
Corporate Source	Cafeteria Tables – WES	2/19/25	Conclusion	\$82,913.40	N/A

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

Name	Date Submitted	Date of Workshop	Location	Topic	Cost	Account #
Kin-Leavey, S.	01/17/2025	03/27/2025	West Windsor Township, NJ	NJPBSIS 2025 Leadership Forum	No Fee	N/A
Kondas, H.	01/24/2025	03/27/2025	West Windsor Township, NJ	NJPBSIS 2025 Leadership Forum	No Fee	N/A
Biggs, M.	01/24/2025	04/11/2025	Monroe Township, NJ	Pre-K Legal Requirements & Best Practices in Special Ed	\$150.00	20-218-200-580-58-02-060

9. Facilities:

- a. Resolution Accepting the Annual Consolidated Financial Report. (See Attachment C-9).

10. Transportation:

SID #	School	From	To	Amount	Send/Receive	Attachment
3524820925	Brick Township	2/5/25	6/30/25	\$382.50	Receive	N/A

11. Business-Related Policies:

- a. Approve the following policies for the first reading:
 1. Policy #8500- Food Services
- b. Approve the following policies for the second reading:

n/a
- c. Acknowledge receipt of the following regulations:

n/a

D. BYLAWS–Barbara Libak Fanz

1. Approve the following policy for the first reading :

n/a
2. Approve the following policy for the second reading :

n/a
3. Acknowledge receipt of the following regulations:

n/a

VIII. REPORTS

- a. **Legislation-** Tom Leach/Roe Hunter
- b. **Camden County School Boards Association-** Ehren O'Donnell/ Barbara Libak-Fanz
- c. **New Jersey School Boards Association-** Dan Hoover/Michael McClintock
- d. **Camden County Educational Services Commission-** Ben De Vuyst/Jason Galante
- e. **Hammonton-**Roe Hunter
- f. **Board President's Report-** Matthew DeNafo

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IX. BOARD OF EDUCATION BUSINESS

- A. OLD BUSINESS**
- B. NEW BUSINESS**

X. COMMENTS FROM MEMBERS OF THE PUBLIC ON GENERAL TOPICS

- A. Motion to open the meeting to the Public**
- B. Motion to close the meeting to the Public**

XI. MEETING ADJOURNMENT _____