

WATERFORD TOWNSHIP BOARD OF EDUCATION

NOTICE OF MEETING: REGULAR BOARD MEETING – March 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- Thomas Leach

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. 2025-2026 Budget Presentation- *Dr. Nolan/Dan Fox*
- B. Retiree Presentation- *Ms. Tracey Bober- Dr. Nolan*

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 February 19, 2025
- B. Closed Session February 19, 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	2.24.2025	2:35 PM	54 degrees - Sunny	Fire	208	45
Atco	2.25.2025	2:25 AM	63 degrees - Mostly Cloudy	Shelter-in-Place	210	42
TR	2/4/23	9:52 AM	46 degrees - sunny	Fire	238	76
TR	2/25/25	9:41 AM	50 degrees - sunny	Bomb Threat	246	68
WES	2/3/25	9:21 AM	38 degrees - cloudy	Fire	396	84
WES	2/4/25	2:45 PM	N/A	Active Shooter	390	80

B. Enrollment:

Grade	2023-2024 # of Students	2024-2025 # of Students
PK (3 yr. old)	54	81
PK (4 yr. old)	94	72
PK (5 yr. old)	1	1
Sub Total:	148	154
K	107	110
1 st	108	109
2 nd	95	108
3 rd	106	97
4 th	114	109
5 th	112	116
6 th	133	114
Sub Total:	775	763
Total:	923	917

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C. Suspension Report:

Suspension:	TR	Atco	WES
In School Suspension	0	0	1
Out of School Suspension	0	0	10.5

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. **Calendar for the 2025-2026 School Year:**
 Approve the calendar for the 2025-2026 school year. (See Attachment A-2).
3. **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
WES Student Council to TR	4/10/25	6	R. Ciavaglia and M. Knoll	2/15	N/A	Admission: N/A Transportation: \$198

4. **Approve the following policy for the first reading:**
 n/a
5. **Approve the following policy for the second reading:**
 n/a
6. **Acknowledge receipt of the following regulations:**
 - a. Regulation #2460.9- Special Education-Transition from Early Intervention Programs to Preschool Programs

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

Upon the recommendation of the Superintendent:

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)
Atkins, Samantha	Paraprofessional Non-Instructional (Cafeteria) Aide	\$18.12 / hr. 17.06 / hr.	\$ 19.93 / hr. 18.76 / hr.
Bash, Patricia	Teacher (5.01.25 start with req. docs)	129.53 / day	142.49 / day
Fottrell, Christopher	Teacher Paraprofessional	129.53 / day 18.12 / hr.	142.49 / day 19.93 / hr.
Leisey, Haylee	Paraprofessional Non-Instructional (Cafeteria) Aide	18.12 / hr. 17.06 / hr.	19.93 / hr. 18.76 / hr.
McNeill, Kyrie	Teacher Paraprofessional	129.53 / day 18.12 / hr.	142.49 / day 19.93 / hr.

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Mattaliano, Jennifer	Teacher Paraprofessional	129.53 / day 18.12 / hr.	142.49 / day 19.93 / hr.
Seth, Tristan	Paraprofessional	18.12 / hr.	19.93 / hr.

2. Perfect Attendance Awards—February 2025:

Acknowledge and congratulate Madeline Bowden, who will receive a \$50.00 Amazon gift card for her perfect attendance record during the month of February. Mrs. Bowden has been with our district for Nine years, and is currently teaching kindergarten students at our Thomas Richards Early Childhood Center. Congratulations Mrs. Bowden!!!

3. Appointment of Staff Members for the 2025 Extended School Year (ESY) Summer Learning Program:

Approve the following staff members to provide services for the 2025 Extended School Year (ESY) Summer Learning Program:

Name	Position	Number of Days	Rate / Hour	Hours / Day	Total	Account Number
Brooks, Kelly	Paraprofessional	19	\$18.93	3.25	\$1,168.93	11-422-100-106-01-03-000
Cohen, Barry	Paraprofessional	19	\$18.93	3.25	1,168.93	11-422-100-106-01-03-000
Phillips, Prudence	Paraprofessional	19	18.88	3.25	1,165.84	11-422-100-106-01-03-000

4. Extended School Year CST Team Members - 2025-2026 Evaluations:

Approve the following CST staff members to complete evaluations:

Name	Position	# of Hours	Rate/Hour	Total	Account
Friedman, Elizabeth	LDTC	Up to 52	\$55.00	\$2,860.00	11-000-219-104-01-03-000
Gallagher, Carly	Speech Therapist	Up to 26	55.00	1,430.00	11-000-216-104-01-53-000
Herman, Kelly	Psychologist	Up to 52	55.00	2,860.00	11-000-219-104-01-43-000
Whitfield, Lori	Speech Therapist	Up to 26	55.00	1,430.00	11-000-216-104-01-53-000
Wise, Amelia	Social Worker	Up to 52	55.00	2,860.00	11-000-211-104-01-13-000

5. Substitute Staff--2025 Extended School Year (ESY) Summer Learning and Title I Programs:

Approve the following staff members to provide substitute services for the 2025 Extended School Year (ESY) Summer Learning and Title I Programs:

Name	Position	Rate / Hour	Total Number of Hours	Account Number
McGovern, J.	Teacher	\$55.00	Up to 3.25 hrs / day on an 'as needed' basis	ESY: 11-422-100-101-01-03-000 Title I: 20-235-100-101-88-04-000

6. Leave-of-Absence Request:

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

Staff Member	Dates	Classification
4716	5.31.25 – 6.30.25 9.02.25 – 12.10.25	FMLA / NJFLA
4731	2.28.25-- 5.04.25	FMLA
4038	3.04.25 – 3.07.25	FMLA

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7. Leave-of-Absence Request:

Approve / Decline the request for a leave-of-absence for the following staff members:

Staff Member	Dates	Classification	Approve/Decline or Acknowledge
4607	12.11.25 – 1.04.26	Unpaid LOA	Approve / Decline
4392	3.19.25 – 3.21.25	Unpaid LOA	Approve / Decline

8. Resignation of Certified Staff Member(s):

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

Name	Location	Position	UPC	Effective Date
Kelley, Lila	WES	Teacher (Grade 3)	30-50-G3 / ART 30-50-NS / AMY	6.05.25

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

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

Name	Location	Position	UPC	Effective Date
Frazier, Katherine	WES	HQ Paraprofessional	20-50-L1 / BAK	2.28.25
Lucas, Holly	Atco	HQ Paraprofessional	20-40-EX / AXX	4.04.25

10. Resignation of Non-Certified Staff Member – 2025 Extended School Year (ESY) Program:

Approve the resignation of non-certified staff member for the 2025 Extended School Year Program:

Name	Position	Number of Days	Rate / Hour	Hours / Day	Total	Account Number
Campione, Alicia	Paraprofessional	19	\$18.88	3.25	\$1,165.84	11-422-100-106-01-03-000

11. 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
Bowling, Vanessa	Permanent Para Substitute	23-80-PP / BAQ	District	1	\$18.15	6	185	1
Parham-Bush, Arlisha	Permanent Para Substitute	23-80-PP / BAM	District	1	16.85	6	185	1

12. Extended School Year (ESY) – Adjustment to Support Staff Salary for 2025 ESY Program

Approve to adjust total earnings for 2025 ESY Support Staff Members. (See Attachment B-12).

13. ESEA-ESSA Funding Allocation - Title I Rtl Paraprofessional:

Approve the percentage of funding of the prorated salary for a Title I Rtl Paraprofessional retroactive to February 20, 2025 for the 2024-2025 school year based on ESEA-ESSA Title IA and local funding as indicated below:

Location	Name	Prorated Salary	Local \$	Local %	Title IA \$	Title IA %	FICA %	FICA \$	Total Title IA
TR Para	Baron, S.	\$8,712	\$1,917	22%	\$6,795	78%	7.65%	\$520	\$7,315

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

Amend the Title I account numbers approved on 2/19/2025 for Title I Summer Learning Academy i-Ready Training to the Title IIA account numbers listed below:

Name	Rate/Hour	Total Hours	Amount	Account #
Caputi, Miriam	\$41.00	Up to 2 hours	\$82.00	20-275-200-104-00-04-000
DeAntonellis, Judith	\$41.00	Up to 2 hours	\$82.00	20-275-200-104-00-04-000
DiPasquale, Elizabeth	\$41.00	Up to 2 hours	\$82.00	20-275-200-104-00-04-000

- 15.** Approval of a contract with Christopher Eberly as Business Administrator/Board Secretary.
(See Attachment B-15).

16. Approve the following policy for the first reading:

n/a

17. Approve the following policy for the second reading:

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

18. Acknowledge receipt of the following regulations:

n/a

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

Upon the recommendation of the Superintendent:

1. 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 January 2025 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.

2. Financial Reports for the month January 2025 (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

3. Approval of Expenditures (as per attached):

Approve the payment of bills and claims:

- Bills List #1- \$1,870,170.69
- Bills List #2- \$44,979.23
- Bills List #3- \$42,886.07

4. Grants:

Grantor	School	Amount	Purpose	Attachment
WTHSA	WES	\$75	Leadership Trip to Atco School	N/A
WTHSA	All	\$1,230	Obstacle Course	N/A

5. Tuition Contracts:

SID #	School	From	To	Amount	Send/Receive	Attachment
N/A	Hammonton Middle School	7/1/25	6/30/26	\$3,937,971	Send	N/A
N/A	Hammonton High School	7/1/25	6/30/26	\$6,824,308	Send	N/A
N/A	Hammonton Special Education	7/2/25	6/30/26	\$653,021	Send	N/A

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

Name	Date Submitted	Date of Workshop	Location	Topic	Cost	Account #
Fox, D.	2/11/25	6/4/25 6/5/25 6/6/25	Atlantic City, NJ	NJASBO Annual Conference	\$250	11-000-251-592-58-25-000
Biggs, M.	3/5/25	4/10/25	West Windsor, NJ	Preschool Inclusion Leadership Conference 2025	\$45	20-218-200-580-58-02-060

7. Facilities:

- a. To amend the Long Range Facilities Plan. (See Attachment C-7).

8. Transportation:

- a. Approve the 2025-2026 school year transportation contract with the Camden County Educational Services Commission.

9. 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 #8500- Food Services
- c. Acknowledge receipt of the following regulations:
n/a

D. BYLAWS—*Barbara Libak Fanz*

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

VIII. REPORTS

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

IX. BOARD OF EDUCATION BUSINESS

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

X. COMMENTS FROM MEMBERS OF THE PUBLIC ON GENERAL TOPICS

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

XI. MEETING ADJOURNMENT _____