

**WATERFORD TOWNSHIP BOARD OF EDUCATION
REGULAR BOARD MEETING – May 14, 2025
WATERFORD ELEMENTARY SCHOOL**

DRAFT

I. MEETING CALLED TO ORDER 6:31 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, Benjamin De Vuyst, Barbara Libak Fanz, Jason Galante, Rosemarie Hunter, Thomas Leach, Ehren O'Donnell

Members absent: Daniel Hoover, Michael McClintock

Others present: Dr. Michael A. Nolan, Superintendent, Daniel J. Fox, Assistant Superintendent for Business /Board Secretary, Chris Long, Solicitor.

B. MOTION TO APPROVE THE RESOLUTION AUTHORIZING CLOSED SESSION

A motion was made by Mr. Galante, seconded by Ms. Hunter, and carried by unanimous voice consent to approve the resolution authorizing closed session, made a motion, made a motion.

C. MOTION TO APPROVE THE RETURN TO OPEN SESSION

A motion was made by, Ms. Hunter, seconded by Mr. DeVuyst and carried by unanimous voice consent to return to open session at 7:01 p.m.

D. FLAG SALUTE

Mr. DeNafo led the Pledge of Allegiance.

E. MISSION STATEMENT

Mr. O'Donnell read the Mission Statement.

F. STATEMENT TO THE PUBLIC

Mr. DeNafo read the Statement to the Public.

II. COMMITTEE REPORTS

- A. EDUCATION-** none
- B. PERSONNEL-** none
- C. BUSINESS-** none

III. PRESENTATIONS - none

IV. COMMENTS FROM THE PUBLIC ON AGENDA ITEMS ONLY

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

V. MINUTES

A motion was made by Mr. De Vuyst, seconded by Mr. Galante, and carried by unanimous voice consent to approve the minutes for the following meeting as submitted by the Assistant Superintendent for Business/Board Secretary.

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- A. Board Meeting April 30, 2025
 B. Closed Session April 30, 2025

VI. SUPERINTENDENT'S REPORT

A motion was made by Ms. Libak Fanz, seconded by Mr. Leach, 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	4.08.2025	11:00 AM	N/A	Shelter in Place	206	47
Atco	4.09.2025	9:23 AM	38 degrees, Sunny	Spring Bus Evacuations	206	10
Atco	4.30.2025	10:45	75 degrees, sunny	Fire Drill	210	45
TR	4/8/2025	9:52 AM	N/A	Shelter in Place	249	70
TR	4/25/2025	9:50 AM	65 degrees, Sunny	Fire Drill	162	70
WES	4/1/25	9:37 AM	N/A	Active Shooter	402	86
WES	4/3/25	2:34 PM	77 degrees, sunny	Fire	411	76
WES	4/8/2025	8:40 AM	32 degrees, sunny	Spring Bus Evacuations	379	12

B. Enrollment:

Grade	2023-2024 # of Students	2024-2025 # of Students
PK (3 yr. old)	54	82
PK (4 yr. old)	93	72
PK (5 yr. old)	1	1
Sub Total:	148	155
K	105	110
1 st	109	110
2 nd	94	108
3 rd	106	96
4 th	114	109
5 th	113	114
6 th	133	114
Sub Total:	774	761
Total:	922	916

C. Suspension Report:

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

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Upon the recommendation of the Superintendent, a motion was made by Mr. Galante, seconded by Ms. Hunter, and carried by a roll call vote to approve the following items.

A. Professional Appointments for 2025/2026:

Approve the following professional appointments for the 2025-2026 school year:

Name	Specialization	Cost	Basis	Attachment #
CCESC	General Services Contract	NA	NA	VII-A-1
Wade, Long, Wood & Long, LLC	Solicitor	\$160	Hourly	VII-A-2
Wade, Long, Wood & Long, LLC	Negotiator	\$160	Hourly	VII-A-3

B. Petty Cash Funds:

Approve the following petty cash funds for the 2025-2026 school year:

Name	Authorized Amount	Maximum Expenditure
Daniel J. Fox*	\$1,500.00*	\$500.00
Michael A. Nolan (Superintendent)	500.00	250.00
Christine Manna	700.00	450.00
Heather Kondas	500.00	250.00
Patrick Davidson	500.00	250.00
Amanda Magenta	500.00	250.00
James Weaver	\$1,500.00*	\$500.00
Ed Leypoldt	\$1,000.00*	\$500.00

(* Checking Account)

C. Authorized Depositories:

Approve the following as authorized depositories for the 2025-2026 school year:

1. TD Bank
2. NJ Cash Management Fund
3. Other banks as needed for CDs to be given to the highest bidder

D. Bid and Quote Threshold:

Resolve to establish the bid and quote threshold as attached. (See Attachment VII-D).

E. Authorize the superintendent to approve the payment of the bills between board meetings:

Any bills paid in this manner shall be presented to the board for ratification at its next regular board meeting.

F. Tax Requisition:

Approve the Tax Requisition pursuant to R.S. 54:4-75 as attached (See Attachment VII-F).

G. Annual Tuition Rates for 2025-2026 School Year:

Approve the annual tuition rates for the 2025-2026 school year as follows:

Preschool	\$15,775
Kindergarten	14,714
Grades 1-5	17,936
Grade 6	16,292
LLD	43,441
Emotionally Impaired	24,204

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Preschool Disabilities	22,847
Multiple Disabilities	37,512

H. Substitutes Rates for 2025-2026:

Approve the substitute rates for the 2025-2026 school year as listed:

Certified Positions:

Number of Consecutive Days	Substitute Gr. 1-6 County Certificate	Substitute Gr. PreK-Kdg County Certificate	Substitute Gr. 1-6 CE/CEAS/Standard Certificate	Substitute Gr. PreK-Kdg CE/CEAS/Standard Certificate	Substitute Nurse	Substitute Requiring TOSD Certificate
1-20	\$134.06	\$147.48	\$143.44	\$157.79	\$303.42	n/a
21-40	143.44	157.79	159.99	175.99	331.01	\$193.09
41-60	n/a	n/a	193.09	212.40	346.47	220.67

Non-certified Positions:

Position	Substitute Gr. 1-6	Substitute Gr. PreK-Kdg
Non-Instructional Aide (Cafeteria)	\$17.76	\$19.12
Instructional Paraprofessional	18.75	20.63
Mechanic	20.96	20.96
Secretarial	18.75	18.75
Custodian	19.86	19.86

I. Official Newspapers for the Waterford Township School District:

Approve the Courier Post and Hammonton Gazette as the official newspapers for the district.

J. Professional Roles for the 2025-2026 School Year:

Approve professional roles as listed below:

Position	Name
Board Secretary	Christopher Eberly
Investment Officer	Christopher Eberly
Public Agency Compliance Officer	Christopher Eberly
Purchasing Agent	Christopher Eberly
Custodian of Records	Christopher Eberly
Homeless Liaison	Michael A. Nolan
Educational Stability Coordinator	Michael A. Nolan
Integrated Pest Management Coordinator – District	James Weaver
Integrated Pest Management Coordinator Atco	Heather Kondas
Integrated Pest Management Coordinator TR	Patrick Davidson
Integrated Pest Management Coordinator - WES	Christine Manna
PEOSHA Officer/ Coordinator	James Weaver
Indoor Air Quality Designee	James Weaver
Right-to-Know Officer	James Weaver
Asbestos Designated Person	James Weaver
Affirmative Action Officer	Christopher Eberly
Americans with Disabilities Act Coordinator	Christopher Eberly

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School Safety Specialist	Michael A. Nolan
Anti-Bullying Specialist	Gabrielle Holwell Ryan Ciavaglia Amelia Wise
Anti-Bullying Coordinator	Heather Kondas
504 Coordinator	Amanda Magenta
District Wellness Sustainability Administrator	Heather Kondas
Chief Privacy Officer	Ed Leypoldt
Southern Coastal Fund Commissioner	Christopher Eberly
Southern Coastal Alternate Commissioner	Nancy Gibbins
Chief Information Security Officer	Ed Leypoldt

- K. Authorize private schools for the disabled not to charge students for reduced and/or paid meals provided as part of their educational program in compliance with the N.J. Department of Agriculture's Child Nutrition Program Regulations. This shall be in effect from July 1, 2025 through June 30, 2026.

- L. Approve the following Board of Education meeting dates for the 2025-2026 school year:

2025 Meeting Dates	2026 Meeting Dates
July 16, 2025**	January 21, 2026
August 20, 2025	February 18, 2026
September 17, 2025	March 18, 2026
October 15, 2025	April 29, 2026*
November 19, 2025	May 20, 2026
December 17, 2025	June 17, 2026

(* Public Hearing on Budget)

(** If necessary)

- M. Pursuant to PL 2015, Chapter 47, the Waterford Township Board of Education intends to renew, award or permit to expire the following contracts previously awarded by the board of education. These contracts are, have been, and will continue to be in full compliance with all state and federal statutes and regulations; in particular, New Jersey Title 18A:18 et...seq., NJAC Chapter 6A:23A, and Federal Procurement Regulations 2CFR Part 200.317 et. seq. (See Attachment VII-M).

- N. Approve the charges for the Use of Facilities for the 2025/2026 school year:

Room Type	Rate
Gymnasium - WES	\$75 per hour
Cafeteria - WES	\$50 per hour
Kitchen	\$25.00 per hour
Media Center	\$50 per hour
Classroom	\$10 per hour
Custodial /Food Service Worker Time	\$150 up to 4 hours
Custodial /Food Service Worker Time	\$37.50 per hour

- O. **Approve the following cooperative purchasing agreements:**

1. Camden County Educational Services Commission
2. Hunterdon County Educational Services Commission
3. Educational Services Commission of NJ
4. Educational Services Commission of Morris County (Educational Data Services)

- P. Approve the Organizational Chart for the 2025-2026 School Year. (See Attachment VII-P).

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VIII. SUPERINTENDENT'S RECOMMENDATIONS

A. EDUCATION

Upon the recommendations of the Superintendent. A motion was made by Ms. Libak Fanz, seconded by Mr. Galante, and carried by a roll call vote to approve the items 1 through 5

1. **Harassment, Intimidation and Bullying (HIB) Report:**
Acknowledge receipt/affirm HIB Investigations. (See Attachment A-1).
2. **Title I School Parent Compact and District-Wide & School Parent and Family Engagement Policies:**
Approve the attached Title I School Parent Compact 2025-2026, and re-approve the attached Title I District-Wide (2415.04) and School (2415.50) Parent and Family Engagement Policies for the purpose of submitting the FY2026 ESEA-ESSA Consolidated Grant Application. (See Attachment A-2).
3. **Approve the following policy for the first reading:**
n/a
4. **Approve the following policy for the second reading:**
 - a. Policy #2260- Affirmative Action Program for School and Classroom Practices
 - b. Policy #2418- Section 504 of the Rehabilitation Act of 1973- Students
 - c. Policy #8110- Attendance Areas
 - d. Policy #2421- Career and Technical Education
 - e. Policy #2411- Guidance Counseling
 - f. Policy #2610- Educational Program Evaluation
 - g. Policy #5512- Harassment, Intimidation, and Bullying
 - h. Policy #5541- Anti-Hazing
 - i. Policy #5842- Equal Access of Pupil Organizations
 - j. Policy #5750- Equal Educational Opportunity
 - k. Policy #5111- Eligibility of Resident/Non-Resident Students
5. **Acknowledge receipt of the following regulations:**
n/a

B. PERSONNEL

A motion was made by Ms. Libak Fanz, seconded by Mr. De Vuystl, and carried by a roll call vote to ratify the Resolution on invoking the Doctrine of Necessity for item 1 through 14.

1. **Renewal of Certified Staff Members for the 2025-2026 School Year:**
Approve Renewal Recommendations for the 2025-2026 school year of certified staff members. (To Be Distributed).
2. **Renewal of Non-Certified Staff Members for the 2025-2026 School Year:**
Approve Renewal Recommendations for the 2025-2026 school year of non-certified staff Members. (To Be Distributed).
3. **Renewal of Non-Union Affiliated Contracts for the 2025-2026 School Year:**
Approve renewal recommendations for the 2025-2026 school year for Non-Affiliated Contracted Staff members. (To Be Distributed).
4. **Renewal/Approval of On-Call Staff for the 2025-2026 School Year:**
Renew and approve recommendations for the 2025-2026 school year for the On-Call Staff Members. (To Be Distributed).

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5. **Substitute List 2025-2026:**

Approve the renewal of substitutes for the 2025-2026 school year. (See Attachment B-5).

6. **Approval of Non-Affiliated Staff Compensation Plan:**

Approve the Non-Affiliated Staff Compensation Plan. (To Be Distributed).

7. **Leave-of-Absence Request:**

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

Staff Member	Dates	Classification
5163	5.12.25 – 6.30.25	Unpaid

8. **Increment Withholding of Certified Staff Members:**

Approve the increment withholding for the following staff members for the 2025-2026 school year:

- #4262
- #5117

9. **Revision of Job Description:**

Approve the revision of the job description for the position of Assistant Superintendent for Business. (See Attachment B-9).

10. **Approve Extended School Year (ESY) Substitute Staff for the 2025 Summer ESY Program:**

Approve the following staff members and respective substitute positions/rates for the 2025 ESY Program:

NAME	ASSIGNMENT	HOURLY RATE (WES)	HOURLY RATE (TR)
Parham-Bush, Arlisha	Paraprofessional	\$18.75	\$20.63
Piantadosi, Janice	Paraprofessional	\$18.75	\$20.63

11. **Perfect Attendance Award – April 2025:**

Acknowledge and congratulate the recipient of April's Perfect Attendance Award, Jessica McGowan. Jessica is currently instructing our preschool students at Thomas Richards Early Childhood Center and has been with us since September 2021. Congratulations and please enjoy your Amazon gift card.

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

n/a

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

n/a

14. **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 Mr. Galante, and carried by a roll call vote to approve items 1 through 8.

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1. Board Secretary's Certifications for the month of March 2025 (See Attachment C-1):

In accordance with 18A:17-9 for the month of March 2025, the Cash Reconciliation Report and the Board Secretary's report are in agreement. In accordance with 18A:17-9 for the month of March 2025, 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 February 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.

3. Financial Reports for the month March 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

4. Approval of Expenditures (as per attached):

Approve the payment of bills and claims:

- Bills List #1- \$ 1,686,508.94
- Bills List #2- \$ 43,837.56
- Bills List #3- \$ 19,486.93
- Nutri-Serve- \$ 98,212.40

5. Contracts:

Vendor	Purpose	From	To	Amount	Attachment
Archway Programs	Before/After School	9/1/25	6/30/23	N/A	C-5-a
CCESC	General Services	6/1/25	6/30/26	See Attachment	C-5-b

6. Transportation:

SID#	Vendor	School	From	To	Amount	Send/Receive	Attachment
8321989429	Winslow Twp.	Folsom	3/1/25	6/30/25	\$331.50	Send	N/A
1404601036	Medford Twp.	WES	4/15/25	5/19/25	\$4,000	Receive	N/A

- b. Approve a Multi-Route Student Transportation Contract with First Student for from July 1, 2025-July 31, 2025 in the amount of \$65,340.

7. Grants:

Grantor	School	Amount	Purpose	Attachment
Southern Coastal Insurance	Waterford Twp. School District	\$7,500	"Common to Be Fit" Staff Wellness Program	C-7

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8. 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# 7102- Site Selection and Acquisition
- 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-** no report.
- c. **New Jersey School Boards Association-** no report.
- d. **Camden County Educational Services Commission-** no report
- e. **Hammonton-Roe 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 Mr. O'Donnell seconded by Ms Libak Fanz and carried by unanimous voice consent to open the meeting to the public.
 - Jennifer Treloar – Environmental
 - Luiz Lopez – Residency matter
- B. A motion was made by Mr. Hunter seconded by Mr. Galante and carried by unanimous voice consent to close the meeting to the public.

XI. MEETING ADJOURNMENT at 7:18

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

Respectfully Submitted,


Daniel J. Fox
Assistant Superintendent for Business/Board Secretary