WATERFORD TOWNSHIP BOARD OF EDUCATION
REGULAR BOARD MEETING – July 16, 2025
WATERFORD ELEMENTARY SCHOOL

I. MEETING CALLED TO ORDER 6:30 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, Daniel Hoover, Thomas Leach, Michael McClintock, Rosemarie Hunter, Ehren O'Donnell

Members absent: Jason Galante

Others present: Dr. Michael A. Nolan, Superintendent, Christopher Eberly, Business Administrator /Board Secretary, Dan Fox Assistant Superintendent for Business
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. O'Donnell, and carried by unanimous voice consent to approve the business not anticipated at the time of the agenda.

C. MOTION TO APPROVE THE RESOLUTION AUTHORIZING CLOSED SESSION

A motion was made by Mr. De Vuyst, seconded by Mr. O'Donnell, and carried by unanimous voice consent to approve the resolution authorizing closed session at 6:31.

D. MOTION TO APPROVE THE RETURN TO OPEN SESSION

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

E. FLAG SALUTE

Mr. DeNafo led the Pledge of Allegiance.

F. MISSION STATEMENT

Mr. De Vuyst read the Mission Statement.

G. 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. McClintock seconded by Mr. Leach, and carried by unanimous voice consent to open the meeting to the public.

None

B. A motion was made by Mr. Leach, seconded by Ms. Libak Fanz, 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. McClintock, and carried by unanimous voice consent to approve the minutes for the following meeting as submitted by the Business Administrator/Board Secretary. (Ms. Hunter abstained from items A & B.)

A. Board Meeting June 11, 2025
B. Closed Session June 11, 2025
C. Board Meeting June 30, 2025
D. Closed Session June 30, 2025

VI. SUPERINTENDENT'S REPORT

A motion was made by Ms. Hunter, 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	6.03.2025	10:15 AM	75 degrees and Sunny	Fire	211	42
Atco	6.12.2025	2:38 PM	87 degrees and Sunny	Bomb Threat	211	41
Atco	6.12.2025	13:00	87 degrees and Sunny	Emergency Buttons	210	42
TR	6/2/2025	2:15	70 degrees and sunny	fire	242	68
TR	6/3/2025	2:19 PM	N/A	Shelter in Place	242	64
WES	6/2/2025	9:22 AM	61 degrees, sunny	Fire	399	69
WES	6/6/2025	2:32 PM	N/A	Lock down	378	77

B. Enrollment:

Grade	2024-2025 # of Students	2025-2026 # of Students
PK (3 yr. old)	83	61
PK (4 yr. old)	72	106
PK (5 yr. old)	1	0
Sub Total:	**156**	**167**
K	110	84
1st	111	111
2nd	108	114
3rd	96	109
4th	110	99
5th	114	113
6th	114	116
Sub Total:	**763**	**746**
Total:	**919**	**913**

Grade	2023/2024 Title I/ESY	2024/2025 Title I/ESY
PK	22	11
K	20	24

1st	25	19
2nd	22	24
3rd	11	9
4th	16	11
5th	20	9
6th	0	4 (@ Hammonton)
Total:	**136**	**111**

C. Suspension Report:

Suspension:	TR	Atco	WES
In School Suspension	0	0	0
Out of School Suspension	0	2	4

VIII. SUPERINTENDENT'S RECOMMENDATIONS

A. EDUCATION

Upon the recommendations 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 9. (Mr. DeNafo abstained from items 4 & 5)

.

1. Harassment, Intimidation and Bullying (HIB) Report:
Acknowledge receipt/affirm HIB Investigations. (See Attachment A-1).

2. Waterford Township School District Remote Learning Plan 2025-2026 School Year:
Approve the submission of the Waterford Township School District Remote Learning Plan for the 2025-2026 school year. (See Attachment A-2).

3. School Safety and Security Plan for the 2025-2026 School Year:
Approve the School Safety and Security Plan for the 2025-2026 school year. (Available upon request).

4. College Clinical Practice I Placement for Fall, 2025:
Approve the following student placement:

Name	College	Location	Grade	Teacher	Dates	# of Hours
McFadden Grace	Rowan	District	5	DeNafo Borman	9/2/2025-12/9/2025	Monday/Wednesday or Tuesday/Thursday

5. College Clinical Practice II Placement for Spring, 2026 Semester:
Approve the following student placement:

Name	College	Location	Grade	Teacher	Dates	# of Hours
McFadden Grace	Rowan	District	5	DeNafo Borman	1/20/2026-5/8/2026	5 days a week

6. Full-Time Student Teaching / Final Clinical Practice Placement for Spring, 2026 Semester:
Approve the following student placement:

Name	College	Location	Grade	Teacher	Dates	# of Hours
Kelly Akras	Stockton	District	1	Raso	1/2/2026-4/25/2026	15 weeks

7. **Approve the following policy for the first reading:**
   a. Policy #8505- Wellness Policy/Nutrient Standards for Meals and Other Foods
   b. Policy #2365- Acceptable use of Generative Artificial Intelligence (AI)
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 Mr. De Vuyst, seconded by Ms. Hunter, and carried by a roll call vote to approve items 1 through 8 and addendum items 9-12.

1. **Appointment of Certified Staff for the 2025-2026 School Year:**
   Please approve the following staff member for the position listed below:

Name	Assignment	From	To	Step	Salary	FTE
Sorce, Alyssa	Long-Term Substitute (Elem. K-6: Kdg)	8.26.25	12.11.25	1	$61,025	1.0

2. **Transfer of Support Staff Members:**
   Approve the transfer of the following Support Staff member:

Name	Current Location	Current Assignment	Current UPC	New Location	New Assignment	New UPC	Effective Date
Bowling, Vanessa	District	Perm. Para Substitute	23-80-PP / BAQ	TR	Paraprofessional	20-45-EX / AOD	8.26.25
Parham-Bush, Arlisha	District	Perm. Para Substitute	23-80-PP / BAM	TR	Paraprofessional	20-45-EX / BDA	8.26.25

3. **Position Change of Support Staff Member for the 2025-2026 School Year:**
   Approve the change of position for the following Support Staff member for the 2025-2026 school year effective 8.26.25:

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	Paraprof.I	20-45-P2 / ARI	TR	2	$18.88	6	185	Paraprof.	20-45-EX/ BDB	TR	2	$18.88	4	185
Erasmus, Sarah	Non-Instr. Aide (café)	20-40-NA / AXY	Atco	1	$16.74	2.5	185	Parapro	20-40-EX / BBM	Atco	1	$17.31	6	185
Rowan, Amanda	Parapro	20-40-EX / BBF	Atco	2	$18.88	4	185	Parapro	20-40-EX / BBN	Atco	2	$18.88	6	185

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

Name		Location	Position	UPC	Effective Date
Dobbins, Maxine		TR	Paraprofessional	20-45-P2 / ALT	6.30.25
Parker, Destini		Atco	Paraprofessional	20-40-EX / BCV	7.03.25

5. **Adjustment of Position Account Numbers:**
   Approve the adjustment of the following position account numbers for the 2025-2026 school year:

UPC	Name	Previous	Position	FTE	New Account	%
30-45-P2/AXT	Bednarek, N.	20-218-100-101-00-99-060	Preschool Relief Teachers	1.00	20-218-100-101-00-00-060	1.00
30-45-P2/BBQ	Biggs, M.	20-218-200-102-00-00-000	Preschool Supervisor	1.00	20-218-200-102-00-00-000	.60
30-45-P2/BBQ			Elem Ed Supervisor		11-000-221-102-00-00-000	.40
22-40-A2/AGM	Walczak, E.	11-000-240-105-00-00-040	Atco Secretary	.5	11-000-240-105-00-00-040	0
22-45-A2/AGN	Walczak, E.	11-000-240-105-00-00-060	TR Secretary	.20	11-000-240-105-00-00-060	.40
22-45-A2/AGN	Walczak, E.	20-218-200-105-00-00-060	Preschool Secretary	.30	20-218-200-105-00-00-060	.60
30-45-C1/AEF	Ervolini, J.	20-218-200-173-00-00-060	Preschool Parent Liaison	1.0	20-218-200-173-00-00-060	.75
30-45-C1/AEF	Ervolini, J.		Preschool Social Worker		20-218-200-104-00-00-060	.25
21-50-C3/AHK	Boehm, J.	11-000-262-110-00-00-060	TR Custodian	.40	11-000-262-110-00-00-060	.30
21-50-C3/AHK	Boehm, J.	20-218-262-110-00-00-060	Preschool Custodian	.60	20-218-262-110-00-00-060	.70
21-10-C3/BCS	Valentino, R.	11-000-262-110-00-00-060	TR Custodian	.40	11-000-262-110-00-00-060	.30
21-10-C3/BCS	Valentino, R.	11-000-262-110-00-00-060	Preschool Custodian	.60	11-000-262-110-00-00-060	.70
21-45-C3/ALE	Wressig-Sharbo, T.	11-000-262-110-00-00-060	TR Custodian	.40	11-000-262-110-00-00-060	.30
21-45-C3/ALE	Wressig-Sharbo, T.	11-000-262-110-00-00-060	Preschool Custodian	.60	11-000-262-110-00-00-060	.70

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. Approve to terminate the contract of employee #4555 effective August 15, 2025 and to reissue a new contract starting August 15, 2025 on the Secretary A guide, Step 14, $25.80 per hour, 35 hours per week.

10. Approve to terminate the contract of employee #4742 effective July 1, 2025 and to reissue a new contract starting July 1, 2025 on the Custodian guide, Step 7, $18.21 per hour, 40 hours per week.

11. To rescind action taken on June 11, 2025 on the termination of employee #5029 and to accept their resignation effective July 11, 2025. . (Pending signature of the separation agreement provided by the board attorney.)

12. **Appointment of Certified Staff for the 2025-2026 School Year:**
Approve the following staff member for the position listed below:

Name	Assignment	From	To	Step	Salary	FTE
Poulton, Paige	Long-Term Substitute (Elem. K-6: Grade 5)	8/26/25	1/2/26	Step 6	$63,625	1.0

13. Create Support Staff Position:

Approve the created support staff position for the 2025-2026 school year:

Position	Location	Create/Abolish	UPC	FTE	Account Number
Part-Time Secretary	Atco	Create	22-40-A2 / BDJ	.58	11-000-240-105-00-00-040

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 10 and addendum item 11.

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

In accordance with 18A:17-9 for the month of May 2025, the Cash Reconciliation Report and the Board Secretary's report are in agreement. In accordance with 18A:17-9 for the month of May 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 May 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 May 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.
e. Transfers by transfer number

4. Approval of Expenditures (as per attached):

Approve the payment of bills and claims:

- Bills List #1 (paid 6/26/25)- $168,269.14
- Bills List #2 (paid 6/26/25)- $1,189.97
- Bills Lists #1- $ 535,222.49
- Bills List #2- $ 119,290.52
- Bills Lists #3- $ 11,778.08
- Nutri-Serve- $ 40,693.25

5. Contracts:

Vendor	Purpose	From	To	Amount	Attachment
South Jersey Paper DBA SupplyITALL	Supplies	07/01/2025	06/30/206	Various – ESCNJ Contract #21/22-18	No
Northeast Mechanical Services Inc.	Mechanical	07/01/2025	06/30/2026	Various – NJ State Contract 24-GNSV197475	No
Northeast Plumbing Services Inc.	Plumbing	07/01/2025	06/30/2026	Various – Ed Data Bid: 12743, Package 27	No
Northeast Electrical Services Inc.	Electrical	07/01/2025	06/30/2026	Various – Ed Data Bid: 12197, Package 11	No

6. Tuition Contracts:

SID #	School	From	To	Amount	Send/Receive	Attachment
3435952984	Archway Programs	7/7/25	6/30/26	63,300.30	Send	N/A
8682489479	YALE School West	7/7/25	6/30/26	85,753.50	Send	N/A
6546263294	YALE School West	7/7/25	6/30/26	85,753.50	send	N/A
4951490958	Archway Programs	7/7/25	6/30/26	63,300.30	Send	N/A
3676707168	Archway Programs – Creative Achievement	7/7/25	6/30/26	79,682.40	Send	N/A
9605318945	Hamilton	7/7/25	6/30/26	17,936.00	Receive	N/A
7013112395	Hamilton	7/7/25	6/30/25	17,936.00	Receive	N/A
4796827764	Kingsway Learning Center	7/7/25	6/30/26	76,143.90	Send	N/A
8255330387	Kingsway Learning Center	7/7/25	6/30/26	113,943.90	Send	N/A
4232157242	Kingsway Learning Center	7/7/25	6/30/26	113,943.90	Send	N/A
2297423588	Kingsway Learning Center	7/7/25	6/30/26	113,943.90	Send	N/A
9814852611	Kingsway Learning Center	7/7/25	6/30/26	76,143.90	Send	N/A
9697520564	Kingsway Learning Center	7/7/25	6/30/26	113,943.90	Send	N/A

7. Out of District Professional Development for the 2025-2026 School Year:

Name	Date Submitted	Date of Workshop	Location	Topic	Cost	Account #
All Administrators & Board Members	07/07/2025	10/20/2025 10/21/2025 10/22/2025 10/23/2025	Atlantic City, NJ	NJ School Boards Association Workshop 2025	$2300.00	11-000-230-585-58-23-000
Nolan, M. Eberly, C. Fox, D. Magenta, A. Davidson, P. Kondas, H. Manna, C. Biggs, M.	7/8/2025	8/14/2025	Philadelphia, PA	Administrator's Retreat	$1,000	11-000-230-580-58-23-000

8. Facilities:

a. Application for Dual use of Educational Space for the 2025-2026 school year.
b. Toilet Room Facilities for Early Intervention, Pre-Kindergarten, and Kindergarten Classrooms for the 2025-2026 school year.

9. To approve Preschool curriculum renewal with Teaching Strategies, LLC for $28,068.29.

10. **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 #6470- Payment of Claims

c. **Acknowledge receipt of the following regulations:**
1. Regulation #8310.2- Disposal of Required Records
2. Regulation #8310- Public Records

11. Approve a joint transportation contract with Hamilton Township for $3,048.55 from 9/2/25-6/30/26.

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 said nothing to report.
c. New Jersey School Boards Association- Mr. Hoover said nothing to report.
d. **Camden County Educational Services Commission-** Mr. De Vuyst 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. 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. McClintock and carried by unanimous voice consent to close the meeting to the public.

XI. MEETING ADJOURNMENT at 7:11

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

Respectfully Submitted,

Christopher Eberly
Business Administrator/Board Secretary