

WATERFORD TOWNSHIP BOARD OF EDUCATION

NOTICE OF MEETING:

**REGULAR BOARD MEETING – August 20, 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- Jason Galante

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. ACCESS Test Scores- *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 July 16, 2025
- B.** Closed Session July 16, 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
WES	7/8/25	9:45 AM	Sunny / 86 degrees	Fire	67	41
WES	7/9/25	9:18 AM	N/A	Shelter in place	69	46
TR	7/15/25	9:37 AM	Mostly Cloudy 77 degrees	Fire	42	28
TR	7/23/25	9:53 AM	N/A	Shelter in Place	37	29

B. Enrollment:

Grade	2024-2025 # of Students	2025-2026 # of Students
PK (3 yr. old)	83	61
PK (4 yr. old)	72	107
PK (5 yr. old)	1	0
Sub Total:	156	168
K	110	92
1 st	111	114
2 nd	108	118
3 rd	96	111
4 th	110	99
5 th	114	114
6 th	114	119
Sub Total:	763	767
Total:	919	935

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Grade	2023/2024 Title I/ESY	2024/2025 Title I/ESY
PK	20	15
K	17	22
1 st	27	15
2 nd	17	23
3 rd	11	8
4 th	15	11
5 th	22	9
6 th	0	4 (@ Hammonton)
Total:	129	107

C. Suspension Report:

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

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. (N/A).

2. District Goals for the 2025-2026 School Year:

Approve the District/Board Goals for the 2025-2026 school year:

Goal D1:** The superintendent, in cooperation with the administrative team and staff, will enhance instructional effectiveness across the district.*Goal D2:** The superintendent, in cooperation with the administrative team and teaching staff, will enhance educators' capacity to effectively implement differentiated instruction strategies that address the diverse academic needs of all students in all educational settings.****Goal D3:** The superintendent, in cooperation with the administrative team and teaching staff, will improve overall school culture by implementing the Character Strong SEL curriculum, participation in NJPBSIS, and trauma-informed and healing-centered practices.***3. Student Code of Conduct for the 2025-2026 School Year:**

Approve the Student Code of Conduct for the 2025-2026 school year. (See Attachment A-3).

4. School Safety and Security Plan for the 2025-2026 School Year:

Approve the School Safety and Security Plan for the 2025-2026 school year.

5. Waterford Township School District Mentoring Plan for the 2025-2026 School Year:

Approve the Waterford Township School District Mentoring Plan for the 2025-2026 school year. (See Attachment A-5).

6. Waterford Township School District Professional Development Plan (PDP) for the 2025-2026 School Year:

Approve the Waterford Township School District Professional Development Plan for the 2025-2026 school year. (See Attachment A-6).

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7. Evaluation Instrument for the 2025-2026 School Year:

Approve the evaluation instruments for the 2025-2026 school year (available upon request):

- Teacher Rubric
- Evaluation Rubrics for:
 - School Nurse
 - School Counselor
 - School Social Worker
 - Learning Disabilities Teacher Consultant
 - School Psychologist
 - Occupational Therapist
 - Speech Language Therapist
 - Instructional Coaches
 - Media Specialist
- New Jersey Principal Evaluation or Professional Learning Instrument

8. Independent Educational Evaluation Rates for the 2025-2026 School Year:

Approve the Independent Educational Evaluation Rates for the 2025-2026 school year.
(See Attachment A-8).

9. Diagnostic Consultants for the 2025-2026 School Year:

Approve the Diagnostic Consultants for the 2025-2026 school year. (See Attachment A-9).

10. Waterford Township Parent/Student Handbook for the 2025-2026 School Year:

Approve the Waterford Township School District Parent/Student Handbook for the 2025-2026 school year. (See Attachment A-10).

11. School Improvement Panel (SciP) for the 2025-2026 School Year:

Thomas Richards Early Childhood Center	Atco Elementary	Waterford Elementary
Michael Nolan Amanda Magenta Christine Manna Patrick Davidson Heather Kondas Joelle Vento Kylie Iocono	Michael Nolan Amanda Magenta Christine Manna Patrick Davidson Heather Kondas Carla Brown Shaun Kin-Leavey Jill O'Donnell	Michael Nolan Amanda Magenta Christine Manna Patrick Davidson Heather Kondas Jamie Stephan Heather DeNafo Candice Michelini

12. Behavioral Threat Assessment Team for the 2025-2026 School Year:

Approve the Behavioral Threat Assessment Team for the 2025-2026 school year:

- Michael Nolan
- Christine Manna
- Ryan Ciavaglia
- Gabrielle Holwell
- Lenny Thackston
- Hal Talbot
- Peter Benedetti
- Candice Michelini
- Ed Leypoldt
- Kelly Herman

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13. Waterford Township Curriculum Guides for the 2025-2026 School Year:

Approve the following curriculum guides for the 2025-2026 school year (available on our website):

- English Language Arts
- Mathematics
- Science
- Social Studies
- Visual and Performing Arts
- World Language
- Comprehensive Health and Physical Education
- Technology/STEAM (Computer Science & Design Thinking)
- Gifted and Talented

14. Waterford Township School District Staff Handbook for the 2025-2026 School Year:

Approve the Waterford Township District Staff Handbook for the 2025-2026 school year.
(See Attachment A-14).

15. Standing Orders for the 2025-2026 School Year:

Approve the Standing Orders for the 2025-2026 school year. (See Attachment A-15).

16. Home and School Fundraisers for the 2025-2026 School Year:

Approve the Home and School fundraisers for the 2025-2026 school year. (See Attachment A-16).

17. To approve Standardized Testing Plan for the 2025-2026 school year and notification to parents.

18. To approve Lisa Clee, District Occupational Therapist's Seeing Eye dog in training, pending appropriate documentation and insurance approval.

19. Approve the following policy for the first reading:

- a. Policy #2422- Comprehensive Health and Physical Education (w/title revision)
- b. Policy #5339.01- Student Sun Protection (adopted)

20. Approve the following policy for the second reading:

- a. Policy #8505- Wellness Policy/Nutrient Standards for Meals and Other Foods
- b. Policy #2365- Acceptable use of Generative Artificial Intelligence (AI)

21. Acknowledge receipt of the following regulations:

n/a

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

Upon the recommendation of the Superintendent:

1. Appointment of Certified Staff for the 2025-2026 School Year:

Approve the following Certified Staff member(s) for the 2025-2026 school year, pending receipt of the required documentation:

Name	Assignment	Loc	From	To	Step	Salary	UPC	FTE
Piccari-Harrell, Kayla	School Social Worker	District	10.22.25	6.30.26	7 MA	\$75,297	30-20-C1 / AYD	1.0

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2. Appointment of Support Staff for the 2025-2026 School Year:

Approve the following Support Staff member(s) for the 2025-2026 school year, pending receipt of the required documentation:

Name	Assignment	UPC	Loc	Step	Rate / Hour	Hours / Day	Days / Year	FTE
Anderson, Karen	Non-Instructional Aide (Cafeteria)	20-40-NA / AZL	Atco	1	\$16.74	2.5	185	.42
DiGerolamo, Jozie	Permanent Para Substitute	23-80-PP / BAM	District	3	17.36	6	185	1
Edwards, Amber	Paraprofessional Part-Time	20-40-EX / BBF	Atco	1	17.31	4	185	.67
Kelton, Emma	Permanent Para Substitute	23-80-PP / BAQ	District	1	17.31	6	185	1
Knapp, Jessica	Paraprofessional	20-50-L1 / BAK	WES	1	18.88	4	185	1
O'Neill, Felicetta	Paraprofessional Part-Time	20-50-S6/BCU	WES	7	18.93	4	185	.67
Sheridan, Demi	Non-Instructional Aide (Cafeteria)	20-45-NA / AZJ	TR	1	16.74	3.5	185	1
Wyld, Barbara	Paraprofessional Part-Time	20-40-EX/BDK	Atco	1	18.88	4	185	.67

3. Resignation of Certified Staff Member(s):

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

Name	Location	Position	UPC	Effective Date
Leach, Christina	WES	Teacher (ICR)	30-50-S2 / BDG	10.10.25
Wise, Amelia	District	School Social Worker	30-20-C1 / AYD	9.14.25

4. Lateral Moves – Certified Staff Members:

Approve the lateral move requests for the following Certified Staff members on the salary guide effective 8/26/25:

Name	Credential (from)	Credential (to)	Step (from)	Step (to)	Salary (from)	Salary (to)
Bromley, Casey	BA +15	BA + 30	13	13	\$92,267	\$93,542
Campanella, Mary	BA	BA +15	13	13	90,990	92,267
Fanz, Caitlin	MA +15	MA +30	9	9	72,127	73,127
Kin-Leavey, Shaun	MA	MA + 15	13	13	94,817	96,092
McGovern, Jaclyn	MA	MA + 15	13	13	94,817	96,092
Paulson, Katherine	MA	MA + 15	4	4	65,452	66,727

5. Appointment of Homebound Instructors for the 2025-2026 School Year:

Approve the following Certified Staff members to provide home instruction to students on an as-needed basis for the 2025-2026 school year:

Name	Hourly Rate	Number of Hours
Fieger, Megan	55.00	Based on student need
Komis, Danielle	55.00	Based on student need
O'Donnell, Jill	55.00	Based on student need
Oleson, Elaine	55.00	Based on student need
Peterson, Samantha	55.00	Based on student need

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6. Annual Stipend Positions for the 2025-2026 School Year:

Approve the following annual stipend positions for the 2025-2026 school year:

Position	Atco	TR	WES	Enrichment (District)
Team Leader	Gr. 1 – Carla Brown Gr. 2 – Allison Schafer	PreK – Rachel Intessimoni Kdg. – Alex Handzus	Gr. 3 -- Jamie Stephan Gr. 4 – Dawn Agoston Gr. 5 – Jessica Mark Gr. 6 – Maggie Johnson	Andrea Bowman
Head Teacher	Shaun Kin-Leavey	Jenn Ervolini Alex Handzus	Frank Ambroselli Katie Fitzpatrick	n/a
I & RS	Christina Iadonisi	Megan Fieger	Heather DeNafo Candice Michelinini	n/a

7. Appointment of Substitutes for the 2025-2026 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)
Binder, Sharon	Paraprofessional Non-Instructional (café) Aide	18.75 / hr	20.63 / hr
		17.66 / hr	19.42 / hr
Bober, Tracey	Teacher	143.44 / day	157.79 / day
Borger, Christelle	Paraprofessional Non-Instructional (café) Aide	18.75 / hr	20.63 / hr
		17.66 / hr	19.42 / hr
Cocco, Nicholas	Teacher Paraprofessional	143.44 / day	157.79 / day
		18.75 / hr	20.63 / hr
Dobbins, Maxine	Paraprofessional Non-Instructional (café) Aide	18.75 / hr	20.63 / hr
		17.66 / hr	19.42 / hr
Harrold, Jenna	Paraprofessional Non-Instructional (café) Aide	18.75 / hr	20.63 / hr
		17.66 / hr	19.42 / hr
Schneider, Patricia	Paraprofessional Non-Instructional (café) Aide	18.75 / hr	20.63 / hr
		17.66 / hr	19.42 / hr

8. After-School Music Programs:

Approve the following staff member to provide instruction for the 2025-2026 After-School Music Programs:

Name	Program	Location	Date	Rate
Gibbins, Emma	Instrumental Band (Band)	WES	Sept 2025-May 2026 (4) one-hour sessions/week	96 hours @ \$55 = \$5,280
Gibbins, Emma	Vocal (Chorus)	WES	Sept 2025-May 2026 (1) one-hour session/week	22 hours @ \$55 = \$1,210

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9. 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
Abbott, R.	Paraprofessional (4 hr)	20-40-EX / BBE	Atco	3	\$17.36	4	185	Secretary (B)	22-40-A2 / BDJ	Atco	1	\$20.98	4	185
Fischer, J.	Non-Instr. Aide (Cafeteria)	20-40-NA / AZL	Atco	OG	16.74	2.5	185	Paraprof. (4 hr)	20-40-EX / BBE	Atco	1	17.31	4	185

10. Approve the following policy for the first reading:

a. Policy #1636.01- Notification of Promotion, New Job, and Transfer Opportunities (adopted)

11. Approve the following policy for the second reading:

n/a

12. Acknowledge receipt of the following regulations:

n/a

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

Upon the recommendation of the Superintendent:

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

In accordance with 18A:17-9 for the month of June 2025, the Cash Reconciliation Report and the Board Secretary's report are in agreement. In accordance with 18A:17-9 for the month of June 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 June 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 June 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- \$494,830.09
- Bills List #2- \$48,204.68
- Bills List #3- \$24,134.88

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5. Contracts:

Vendor	Purpose	From	To	Amount	Attachment
W. J. Gross	Window Replacement	07/22/2025	06/30/2026	\$144,151.02	Yes
CC Technical Schools	Vocational Education	09/01/2025	06/30/2026	\$36,154.00	No
Professional Healthcare Staffing	1:1 Nurse for (210 school days)	07/01/2025	06/30/2026	\$97,870.50	No
ACSSSD	Out of County Fee	09/2/2025	06/30/2026	\$19,000.00	No
Bowman & Company	Audit	07/01/2025	Completion	\$47,000 plus \$2,500 for each additional Federal/State major Program	Yes

- b. To approve a contract with the Waterford Township Police Department for School Resource Officers for the 2025-2026 school year in the amount of \$153,090.

6. Tuition Contracts:

SID #	School	From	To	Amount	Send/Receive	Attachment
8275457547	ACSSSD	7/7/25	8/7/26	\$3,025.00	Send	No
8275457547	ACSSSD	0/2/25	6/30/26	\$40,004.40	Send	No
8145990782	ACSSSD	9/2/25	6/30/26	\$37,501.20	Send	No
1404601036	Archway	9/4/25	6/30/26	\$54,257.40	Send	No

7. Grants:

Vendor	Purpose	From	To	Amount	Attachment
IDEA Basic	District	\$251,158	N/A	Out of District Tuition	No
IDEA Preschool	TR	\$17,031	N/A	Salaries	No
Howell Township Schools	Waterford	\$0	N/A	Donation of desks and chairs	Yes
Home Depot	Atco	\$8,250	Kondas	Sensory room, MD and regular playground, beautification of school – Gift Card Payments	No
H&SA	WES	\$400	N/A	Literature Organizer	No
H&SA	WES & Atco	\$4,329	N/A	Gaga Pits	No
H&SA	Waterford	\$2,265	N/A	Staff Welcome Back Breakfast – All staff in all buildings	No
H&SA	All schools	\$450	N/A	Three \$150 gift cards to Walmart to nurses for clothing for students	No
Donors Choose	TRECC	Educational Kits & Games	Phillips	Inclusive Adventures: Celebrating Abilities and Learning Through Play	No

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H&SA	WES	\$3,000	Manna	6 th Grade Class Trip Transportation	No
H&SA	WES	\$550	Manna	6 th Grade Team Up Day – HMS Transportation	No
H&SA	WES	\$1,300	Manna	3rd Grade Field Trip Transportation	No
H&SA	WES	\$1,100	Manna	4th Grade Field Trip Transportation	No
H&SA	WES	\$1,200	Manna	5th Grade Field Trip Transportation	No
H&SA	WES	\$168	Manna	Four Coffee Carafes – Student Project	No
H&SA	WES	\$400	Manna	Leadership Academy Transportation	No
H&SA	WES	\$200	Manna	Arpan Shah Award \$100 gift card to ShopRite and \$100 gift card to Sam's Club	No

b. **FY2026 ESEA-ESSA Consolidated Grant Application & Funding:**

Approve the submission of the FY2026 ESEA-ESSA Consolidated Grant Application to the New Jersey Department of Education, and accept the funding of Title I Part A, Title II Part A and Title IV Part A for the project period of August 7, 2025 to September 30, 2026 as follows:

TITLE I PART A	\$266,885
TITLE II PART A	\$41,531
TITLE IV PART A	\$18,413

Reject the funding of Title III only of the FY2026 ESEA-ESSA Consolidated Grant from the New Jersey Department of Education for the project period of August 7, 2025 to September 30, 2026 as follows:

TITLE III	\$1,618
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8. **Facilities:**

- a. Approve the Indoor Air Quality Plan for the 2025-2026 school year. (See AttachmentC-8-a).
- b. Approve the Hazard Communication Written Plan for the 2025-2026 school year.

(See Attachment C-8-b).

c. **Use of Facilities for the 2025-2026 School Year:**

Approve the Use of Facilities for the 2025-2026 school year:

Organization	Facility	Date & Time	Event	Cost
National Multiple Sclerosis Society	Cafeteria, Gym, Parking Lot, Hallway between Gym & Cafeteria	9/26/25-9/28/25	Bike MS- City to Shore	\$0

9. **Business-Related Policies:**

a. **Approve the following policies for the first reading:**

1. Policy #1570- Internal Controls

b. **Approve the following policies for the second reading:**

n/a

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

1. Regulation #1570- Internal Controls

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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 _____