WATERFORD TOWNSHIP BOARD OF EDUCATION

NOTICE OF MEETING: **REGULAR BOARD MEETING – September 17, 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-*** *Daniel Hoover*

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.

II. COMMITTEE REPORTS
- **A. EDUCATION**
- **B. PERSONNEL**
- **C. BUSINESS**

III. PRESENTATIONS
- **A. DLM Results-** *Amanda Magenta*

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 August 20, 2025
- **B.** Closed Session August 20, 2025

VI. SUPERINTENDENT'S REPORT – *Dr. Michael Nolan*

A. Monthly District Reports-
1. Monthly Wellness Report-N/A
2. Fire/Security Drill Log

School Name	Drill Date	Drill Time	Weather Conditions	Type of Drill	# of Students Involved	# of Staff Involved
WES	8/5/25	9:35 AM	75 degrees, cloudy	Fire	25	24
WES	8/5/25	9:47 AM	N/A	Lock down	25	25

B. <u>Enrollment:</u>

Grade	2024-2025 # of Students	2025-2026 # of Students
PK (3 yr. old)	83	63
PK (4 yr. old)	72	102
PK (5 yr. old)	1	2
Sub Total:	**156**	**167**
K	110	82
1st	111	116
2nd	108	116
3rd	96	110
4th	110	100
5th	114	110
6th	114	121
Sub Total:	**763**	**755**
Total:	**919**	**922**

C. <u>Suspension Report:</u>

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. Special Education and Student Support Services Reference Manual for the 2025-2026 School Year:
Approve the Special Education and Student Support Services Reference Manual for the 2025-2026 school year. (Attachment available upon request).

3. Waterford Township School District Gifted and Talented Education Plan for the 2025-2026 School Year:
Approve the Waterford Township School District Gifted and Talented Education Plan for the 2025-2026 school year. (Available upon request).

4. Field Trips for the 2025-2026 School Year:
Approve the following field trips for the 2025-2026 school year:

Location	Date	Grade	Staff	Total Adults/Students	Cost PP	Total
Duffield's Farm	10/16/25	PK	PK Teachers and Paras	30/170	Students-$15 pp Adults- No Cost	Admission: $2550 Transportation: $1156

5. Approve the following policy for the first reading:
n/a

6. Approve the following policy for the second reading:
a. Policy #2422- Comprehensive Health and Physical Education (w/title revision)
b. Policy #5339.01- Student Sun Protection (adopted)

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

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

Upon the recommendation of the Superintendent:

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

UPC	Name	Previous		FTE	New Account	%
20-45-EX/AGE	Robinson	11-000-217-106-00-00-060	Paraprofessional	.25	11-000-217-106-00-00-060	.19
20-45-EX/AGE	Robinson	20-252-100-100-00-00-000	Paraprofessional	.75	20-252-100-100-00-00-000	.81

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

Approve the following Substitutes for the remainder of the 2025-2026 school year, pending receipt of the required documents:

Name	Substitute Position	Rate (Gr. 1-6)	Rate (Gr. PreK - K)
Gordon, Melodie	Teacher	143.44 / day	157.79 / day
Lampman, Danielle	Teacher Paraprofessional	143.44 / day 18.75 / hr	157.79 / day 20.63 / hr
McFadden, Grace	Teacher	143.44 / day	157.79 / day
Sowinski-Dunn, Zachary	Teacher	143.44 / day	157.79 / day

3. Leave-of-Absence Request:

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

Staff Member	Dates	Classification
5208	10.31.25 – 3.30.26	**PTO / FMLA**

4. Leave-of-Absence Request / Approve:

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

Staff Member	Dates	Classification
4189	9.18.25 – 10.02.25	**Unpaid**

5. Position Change Revision 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	$18.90	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	OG	16.85	4	185

6. ESEA-ESSA Funding Allocation FY25 – Title I RtI Coordinator:

Approve the percentage of funding of salaries for Title I Coordinator prorated from 7/1/2025 to 8/15/2025 for the 2025-2026 school year based **on ESEA-ESSA FY2025 Title IIA** and local funding as indicated below:

Location	Name	Salary	Local Amt.	Local %	Title IIA Amt.	Title IIA %	FICA %	FICA Amt.	Total Title IIA	Title IIA Salary Acct#
District	DiRenzo, L.	8046	6279	78%	1770	22%	N/A	N/A	1770	20-277-200-100-00-04-000

7. ESEA-ESSA Funding Allocation FY26 – Title I RtI Paraprofessionals/Coordinator:

Approve the percentage of funding of salaries for Title I RtI Paraprofessionals (retroactive to 09/01/2025) and Title I Coordinator (retroactive to 08/15/2025) for the 2025-2026 school year based on **ESEA-ESSA FY2026 Title IA** and local funding as indicated below:

Location	Name	Salary	Local Amt.	Local %	Title IA Amt.	Title IA %	FICA %	FICA Amt.	Total Title IA	Title IA Salary Acct#
TR Para	Bowling, V.	20957	7544	36%	13413	64%	7.65%	1026	14439	20-235-100-106-00-04-060
TR Para	Grochal, L.	21013	7564	36%	13449	64%	7.65%	1029	14478	20-235-100-106-00-04-060
District	DiRenzo, L.	64366	51493	80%	12873	20%	N/A	N/A	12873	20-235-200-100-00-04-000

8. 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
Hand, Allison	Long-Term Substitute – Gr. 5	9.18.25	12.31.25	4 BA	$61,625 (prorated)	1.0
Poulton, Paige	Long-Term Substitute – Gr. 3 / ICR	9.18.25	6.30.26	6 BA	63,625 (prorated)	1.0

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

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

Name	Location	Position	UPC	Effective Date
Campione, Alicia	TR	Paraprofessional	20-45-EX / BDB	8.26.25
DiGerolamo, Jozie	District	Permanent Paraprofessional Substitute	23-80-PP / BAM	8.29.25
Edwards, Amber	Atco	Paraprofessional	20-40-EX / BBF	9.09.25
Sheridan, Demi	TR	Non-Instructional Aide (Cafeteria)	20-45-NA / AZJ	8.26.25

10. Approve the following policy for the first reading:

n/a

11. Approve the following policy for the second reading:

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

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 July 2025 (See Attachment C-1):

In accordance with 18A:17-9 for the month of July 2025, the Cash Reconciliation Report and the Board Secretary's report are in agreement. In accordance with 18A:17-9 for the month of July 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 July 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 July 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- $678,068.22
- Bills List #2- $43,021.81
- Bills List #3- $23,446.66
- Nutri-Serve- $9,642.79

5. Contracts:

Vendor	Purpose	From	To	Amount	Attachment
Atlantic County Vocational School	Vocational Education	09/01/2025	06/30/2026	$8,700	No
BCIT	Education	09/01/2025	06/30/2026	$23,580	No

b. **Reading Recovery Ongoing Professional Development:**

Approve a contract between Waterford Township Board of Education and Evesham Township School District Board of Education for Reading Recovery and Literacy Lessons Ongoing Professional Development in the total amount of $3,000 (includes $1500 cost listed in Out of District PD Section) for the following trained teachers: Casey Bromley, Jaclyn McGovern, and Donna Wallen. Costs budgeted for and provided by ESEA/ESSA FY2026 Title IIA Funds.

6. Tuition Contracts:

SID #	School	From	To	Amount	Send/Receive	Attachment
8238873747	Stratford	9/1/25	6/30/25	$17,936	Receive	N/A
9920458792	NJ Department of Children & Families	9/1/25	6/30/25	$16,048	Receive	N/A
9920458792	Hammonton	9/1/25	6/30/25	$16,048	Send	N/A
7910921127	Eastern Camden County Regional	9/1/25	6/30/25	$29,501	Send	N/A

7. Grants:

Grantor	School	Amount	Staff Member	Purpose	Attachment
Donors Choose	Atco	$13.58	McGovern	Classroom Basics	No
Waterford Twp. Environmental Commission	Atco	Up to $1,500	Griffin	New flower beds (exploring organisms)	No
Donors Choose	WES	N/A	Anders	Materials learning, development, social emotional programs	No

8. Transportation:

SID #	Vendor	School	From	To	Amount	Send/Receive	Attachment
8238873747	Waterford Twp.	Stratford	09/01/25	06/30/25	$894.24	Receive	N/A
9920458792	Waterford	NJ Department of Children & Families	9/1/25	6/30/25	$759.26	Receive	N/A

9. Out of District Professional Development:

Approve the following Out of District Professional Development for the 2025-2026 school year:

Name	Date Submitted	Date of Workshop	Location	Topic	Cost	Account #
Bromley, C. McGovern, J. Wallen, D.	08/07/2025	09/18/2025 10/23/2025 12/11/2025 02/05/2026 03/26/2026 05/14/2026	Evesham Township, NJ	Reading Recovery/Literacy Lessons Ongoing Professional Development	$1500.00	20-275-200-580-58-04-040
Weidman, C.	09/02/2025	10/16/2025 10/17/2025	Atlantic City, NJ	Annual Autism Conference	$550.00	11-000-223-580-58-03-000
Bowman, A.	08/26/2025	01/12/2026 01/13/2026 01/14/2026	Orlando, FL	Future Education Technology Conference	$430.00	11-000-223-580-58-06-100
Knoll, M.	08/27/2025	02/23/2026 02/24/2026	Princeton, NJ	2026 NJAHPERD Annual Convention	$400.00	11-000-223-580-58-06-100
Knoll, M.	08/27/2025	11/10/2025	New Brunswick, NJ	2025 NJAHPERD Adapted HPE Conference	$175.00	11-000-223-580-58-06-100
Manna, C.	09/04/2025	10/17/2025	Atlantic City, NJ	2025 NJPSA-FEA Conference	$240.00	11-000-240-580-58-06-100

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 #1570- Internal Controls

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 _____