

**WATERFORD TOWNSHIP BOARD OF EDUCATION
REGULAR BOARD MEETING – April 30, 2025
WATERFORD ELEMENTARY SCHOOL**

I. MEETING CALLED TO ORDER 6:00 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, Barbara Libak Fanz, Jason Galante, Daniel Hoover, Rosemarie Hunter, Thomas Leach, Michael McClintock, Ehren O'Donnell

Members absent: Benjamin De Vuyst

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

B. MOTION TO APPROVE BUSINESS NOT ANTICIPATED AT THE TIME OF THE AGENDA PURSUANT TO BOARD POLICY

A motion was made by Mr. O'Donnell, seconded by Ms., Libak Fanz and carried by unanimous voice consent to approve business not anticipated at the time of the agenda.

C. MOTION TO APPROVE THE RESOLUTION AUTHORIZING CLOSED SESSION

Mr. Galante, seconded by Mr. O'Donnell, and carried by unanimous voice consent to approve the resolution authorizing closed session, made a motion, made a motion.

D. MOTION TO APPROVE THE RETURN TO OPEN SESSION

A motion was made by, Mr. O'Donnell, seconded by Ms. Libak Fanz and carried by unanimous voice consent to return to open session at 7:10 p.m.

E. FLAG SALUTE

Mr. DeNafo led the Pledge of Allegiance.

F. MISSION STATEMENT

Mr. McClintock read the Mission Statement.

G. STATEMENT TO THE PUBLIC

Mr. DeNafo read the Statement to the Public.

II. COMMITTEE REPORTS

- A. EDUCATION-** Mr. O'Donnell gave an oral report.
- B. PERSONNEL-** Mr. McClintock gave an oral report.
- C. BUSINESS-** Mr. Hoover gave an oral report

III. PRESENTATIONS

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A. Students of the 3rd Marking Period-

- 1. K- Dante Parisi-** Ms. Handzus
- 2. 1st- Kylee Early-** Ms. Raso/Ms. Leach
- 3. 2nd- Gioia Riggio-** Ms. Crone/Ms. Scanzano
- 4. 3rd- Gauge Regn-** Ms Bowman
- 5. 4th- Carter Wakley-** Ms. Kennevan
- 6. 5th- Ava DeNafo-** Ms. Borman
- 7. 6th- Ryan Knopka-** Mr. Vitarelli

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B. Substitute of the 3rd Marking Period-

1. Lori O'Donnell- *Dr. Nolan*

C. 2025-2026 Budget Presentation- *Dr. Nolan/Dan Fox*

IV. COMMENTS FROM THE PUBLIC ON AGENDA ITEMS ONLY

A. A motion was made by Ms. Hunter, seconded by Mr. Galante, and carried by unanimous voice consent to open the meeting to the public.

None

B. A motion was made by Ms. Libak Fanz, seconded by Mr. Leach, 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 Assistant Superintendent for Business/Board Secretary.

A. Board Meeting March 12, 2025

B. Board Meeting March 19, 2025

C. Closed Session March 19, 2025

VI. SUPERINTENDENT'S REPORT

A motion was made by Mr. Galante, 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	3/14/2025	2:17	59 degrees, Sunny	Lockdown	207	42
Atco	4/01/2025	9:40	45 degrees, windy	Fire Drill	214	40
TR	3/4/2025	1:25	NA	Shelter in Place	245	64
TR	3/7/25	9:54	39 degrees, windy	Fire Drill	236	65
TR	3/18/25	9:20	40 degrees, breezy	Bus Evacuations	243	12
TR	3/20/25	9:50	NA	Lockdown	245	62
WES	3/4/2025	10:06	N/A	Active Shooter	403	88
WES	3/5/2025	9:30	56 degrees, cloudy	Fire drill	403	82

B. Enrollment:

Grade	2023-2024 # of Students	2024-2025 # of Students
PK (3 yr. old)	54	81
PK (4 yr. old)	93	73
PK (5 yr. old)	1	1
Sub Total:	148	155
K	106	110

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1 st	108	110
2 nd	95	109
3 rd	106	97
4 th	114	110
5 th	113	115
6 th	133	114
Sub Total:	775	765
Total:	923	920

A. Suspension Report:

Suspension:	TR	Atco	WES
In School Suspension	0	0	3
Out of School Suspension	0	0	19

VII. SUPERINTENDENT'S RECOMMENDATIONS

A. EDUCATION

Upon the recommendation of the Superintendent, a motion was made by Ms. Libak-Fanz, seconded by Mr. De Vuyst, and carried by a roll call vote to approve the items 1 through 4.

1. Harassment, Intimidation and Bullying (HIB) Report:

Acknowledge receipt/affirm HIB Investigations. (See Attachment A-1).

2. Approve the following policy for the first 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

3. Approve the following policy for the second reading:

n/a

4. Acknowledge receipt of the following regulations:

- a. Regulation #2260- Affirmative Action Program for School and Classroom Practices
Complaint Procedure
- b. Regulation #2520- Instructional Supplies
- c. Regulation #2460.16- Special Education-Instructional Material to Blind or Print-Disabled Pupils.

B. PERSONNEL

A motion was made by Mr. De Vuyst, seconded by Mr. McClintock, and carried by a roll call vote to approve items 1 and 2, table item 3, approve items 4 through 15 and addendum items 16 and 17.

1. Perfect Attendance Awards—March 2025:

Acknowledge and congratulate Erica Ravenkamp, who will receive a \$50.00 Amazon gift card for her perfect attendance record during the month of March. Mrs. Ravenkamp is one of our district's three school nurses and has been with the district since February of

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2017. We are grateful for her knowledge and expertise and the care and concern she provides to our students and staff members at Waterford Elementary.

2. **Retirement of Certified Staff Member:**

Approve the retirement of Douglas Baker with gratitude and appreciation for his service to our district, effective July 1, 2025. (UPC: 21-50-C3 / AYR).

3. **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).

4. **Abolish Certified and Non-Certified Staff Positions:**

Approve the request to abolish certified and non-certified staff positions. (See Attachment B-4).

5. **District 2025-2026 Curriculum Revisions:**

Approve the following certified staff regarding the writing of curriculum content areas necessary to meet the New Jersey Student Learning Standards for the

NAME	Action	Grade Level	CONTENT AREA	HOURLY RATE	TOTAL # OF HOURS	TOTAL	ACCOUNT NUMBER
Knoll, M.	Remove	K-2	Health & PE	41.00	Up to 15	615.00	11-000-221-104-01-05-000
Laurito, S.	Add	K-2	Health & PE	41.00	Up to 15	615.00	11-000-221-104-01-05-000

2025-2026 school year:

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

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

Name	Location	Position	UPC	Effective Date
Binder, Sharon	Atco	HQ Paraprofessional	20-40-EX / AQH	5.02.25

7. **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)
Ambroselli, Natalie	Teacher Paraprofessional	129.53 / day 18.12 / hr.	142.49 / day 19.93 / hr.
Binder, Sharon	Paraprofessional Non-Instructional (Cafeteria) Aide	\$18.12 / hr. 17.06 / hr.	\$ 19.93 / hr. 18.76 / hr.
Major, Lauren	Paraprofessional Non-Instructional (Cafeteria) Aide	\$18.12 / hr. 17.06 / hr.	\$ 19.93 / hr. 18.76 / hr.

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

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

Staff Member	Dates	Classification
4466	05.07.25 – 6.04.25	PTO / FMLA

9. Approve the Southern Coastal Regional Employee Benefits Fund Resolution to renew. (See Attachment B-9).

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10. Approve the Southern Coastal Regional Employee Benefits Fund Indemnity and Trust Agreement.
(See Attachment B-10).

11. **Title I Summer Learning Academy Program 2024-2025 - Certified Staff Training:**
Approve the following certified staff member for Title I Summer Learning Academy i-Ready Training:

Name	Rate/Hour	Total Hours	Amount	Account #
Peterson, Samantha	\$41.00	Up to 2 hours	\$82.00	20-275-200-104-00-04-000

12. **Wellness Coordinator:**
Approve the appointment of the following staff member as the district's Wellness Coordinator for the 2024-2025 school year:

Name	Stipend Amount	Account Number
Laurito, Shaun	\$1,200	20-016-200-100-00-00-000

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

14. **Approve the following policy for the second reading:**
n/a

15. **Acknowledge receipt of the following regulations:**
n/a

16. **Leave-of-Absence Request:**
Acknowledge the request for a leave-of-absence for the following staff member:

Staff Member	Dates	Classification
5020	05.20.25 – 06.06.25	PTO / FMLA

17. **After-School Music Programs:**
Approve the following staff member to provide instruction for the 2024-2025 After-School Music Programs:

Name	Program	Location	Date	Rate
Gibbins, Emma	Instrumental Band (Band)	WES	Sept 2024-May 2025 (4) one-hour sessions/week	96 hours @ \$55 = \$5,280
Gibbins, Emma	Vocal (Chorus)	WES	Sept 2024-May 2025 (1) one-hour session/week	22 hours @ \$55 = \$1,210

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 14 and addendum items 15 and 16. (Barbara Libak Fanz abstained from item 4.)

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

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

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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 February 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- \$1,802,290.71
- Bills List #2- \$42,334.70
- Bills List #3- \$33,405.87
- Nutri-Serve- \$44,260.93

5. Grants:

Grantor	School	Amount	Purpose	Attachment
WTHSA	Thomas Richards	\$150	Clothes for Nurse's Office	N/A
WTHSA	WES	\$150	Clothes for Nurse's Office	N/A
WTHSA	Thomas Richards	\$200	Staff Food Incentives	N/A
WTPD	WES	\$500	Team Up Day	N/A

6. Contracts:

Vendor	Purpose	From	To	Amount	Attachment
Computer Software, Inc.	Software Support	7/1/25	6/30/26	\$21,864	N/A
First Student, Inc.	Transportation	7/1/25	6/30/26	\$2,389,869	N/A
GCSSSD	Various	7/1/25	6/30/26	TBD	See Attachment C-6
Archway Programs	Summer Program Services	6/23/25	8/15/25	N/A	N/A
Archway Programs	Evacuation Space	7/1/25	6/30/29	N/A	N/A

7. Tuition Contracts:

SID #	School	From	To	Amount	Send/Receive	Attachment
4286992618	Orchard Friends	3/1/25	6/30/25	\$41,970	Send	N/A
9816012781	Archway Schools	3/1/25	6/30/25	\$19,289.82	Send	N/A
9136913852	Brookfield Academy	4/4/25	6/30/25	\$21,298.99	Send	N/A
3770776311	Hammonton	3/13/25	4/4/25	\$1,414.57	Send	N/A
3770776311	Upper Township	3/13/25	4/4/25	\$1,414.57	Send	N/A

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

ame	Date Submitted	Date of Workshop	Location	Topic	Cost	Account #
Davidson, P.	3/27/25	6/6/25	Union, NJ	Summer ALL IN Conference 2025	\$125	20-218-200-580-58-02-000
Nolan, M.	3/28/25	5/14/25 5/15/25 5/16/25	Atlantic City, NJ	NJASA/NJASPA Spring Leadership Conference 2025	No Fee	N/A

9. Facilities:

- a. To amend the Long Range Facilities Plan. (See Attachment C-9).

10. Transportation:

- a. Approve a Joint Transportation Agreement with Hammonton Board of Education to transport students to activities on 2/26/25 and 6/4/25 at a cost of \$565.08.

11. Budget:

- a. Resolution to approve the 2025-2026 school district budget. (See Attachment C-11).

12. Comprehensive Equity Plan:

- a. Approve the following individuals to serve on the Affirmative Action Team (AAT) and to conduct a needs assessment and to develop a Comprehensive Equity Plan:
- o Daniel J. Fox
 - o Roe Hunter
 - o Thomas Leach
 - o Candice Michelini
 - o Lisa DiRenzo

- 13.** Resolution to approve TD Bank as an authorized depository for the 2025-2026 school year. (See Attachment C-13).

14. Business-Related Policies:

- a. Approve the following policies for the first reading:
1. Policy# 7102- Site Selection and Acquisition
- b. Approve the following policies for the second reading:
n/a
- c. Acknowledge receipt of the following regulations:
n/a

- 15.** Approve a Resolution for Participation in Coordinated Transportation with the Educational Services Commission of New Jersey (See Attachment C-15).

16. Grants:

Grantor	From	To	Purpose	Amount
NJSIG	7/1/25	6/30/26	Maintenance Software	\$2,476.00

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

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VIII. REPORTS

- a. **Legislation-** Mr. Leach gave - no report.
- b. **Camden County School Boards Association-** Mr. O'Donnell no report.
- c. **New Jersey School Boards Association-** Mr. Hoover no report.
- d. **Camden County Educational Services Commission-** Mr. De Vuyst gave an oral 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 Ms. Libak Fanz seconded by Mr. Hunter and carried by unanimous voice consent to open the meeting to the public.

Rick Yeatman and Jennifer Trevolar- Funds from Environmental Protection Commission of Atco,

- B.** A motion was made by Mr. Leach seconded by Mr. Galante and carried by unanimous voice consent to close the meeting to the public.

XI. MEETING ADJOURNMENT at 8:10

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

Respectfully Submitted,



Daniel J. Fox
Assistant Superintendent for Business/Board Secretary