

**WATERFORD TOWNSHIP BOARD OF EDUCATION
REGULAR BOARD MEETING – June 11, 2025
WATERFORD ELEMENTARY SCHOOL**

I. MEETING CALLED TO ORDER 5:31 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, Daniel Hoover, Thomas Leach, Michael McClintock, Ehren O'Donnell

Members absent: Rosemarie Hunter

Others present: Dr. Michael A. Nolan, Superintendent, Daniel J. Fox, Assistant Superintendent for Business /Board Secretary, Dan 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 Mr. De Vuyst, 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. Galante, seconded by Mr. McClintock, and carried by unanimous voice consent to approve the resolution authorizing closed session.

D. MOTION TO APPROVE THE RETURN TO OPEN SESSION

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

E. FLAG SALUTE

Mr. DeNafo led the Pledge of Allegiance.

F. MISSION STATEMENT

Mr. DeNafo 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- Mr. McClintock gave an oral report.

C. BUSINESS- Mr. Hoover gave an oral report

III. PRESENTATIONS

A. Students of the 4th Marking Period-

1. **K- Wesley Trendler-** Ms. Bowden/Ms. Fieger
2. **1st- Marcus Brown-** Ms. Griffin
3. **2nd- Emma Mathews-** Ms. Gallagher/Ms. Wallen
4. **3rd- Gabriella Deku-** Ms. Stephan
5. **4th- Nathan Lisnyj-** Ms. Kalusa
6. **5th- Antonio Paganafanador-** Mr. Moore
7. **6th- Carsyn Murtha-** Ms. King

B. Substitute of the 4th marking Period-

1. **Christopher Fottrell-** Dr. Nolan

C. DREAMS Presentation- Thomas Richards Early Education Center Staff

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D. Mrs. Galante from WTHSA presented Dr. Nolan with a token of their appreciation.

IV. COMMENTS FROM THE PUBLIC ON AGENDA ITEMS ONLY

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

A. Board Meeting May 14, 2025

B. Closed Session May 14, 2025

VI. SUPERINTENDENT'S REPORT

A motion was made by Ms. Libak Fanz, seconded by Mr. De Vuyst, 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	5/12/2025	2:58 PM	77 degrees, sunny	Fire	210	45
Atco	5/30/2025	14:07	77 degrees partly cloudy [06]	Nonfire Evacuation	209	43
TR	5/2/25	2:20 PM	86 degrees, sunny	Nonfire Evacuation	243	68
TR	5/6/25	2:17 PM	75 degrees,	Fire	256	68
WES	5/19/2025	9:13 AM	64 degrees, sunny	Fire	396	74
WES	5/27/2025	9:35 AM	65 degrees, cloudy	Evac Bomb threat	399	66

B. Enrollment:

Grade	2024-2025 # of Students	2025-2026 # of Students
PK (3 yr. old)	82	61
PK (4 yr. old)	72	106
PK (5 yr. old)	1	0
Sub Total:	155	167
K	110	80
1 st	111	110
2 nd	108	111
3 rd	96	108
4 th	110	96
5 th	114	110
6 th	114	114

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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

B. PERSONNEL

A motion was made by Mr. De Vuyst, seconded by Ms. Libak Fanz, and carried by a roll call vote to approve items 1 through 17 and addendum items 18-21.

1. Resignation of Certified Staff Member(s):

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

Name	Location	Position	UPC	Effective Date
Catania, Alana	WES	Teacher -- Grade 6	30-50-G6 / AAU	6.30.25

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

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

Name	Location	Position	UPC	Effective Date
Borger, Christelle	WES	Paraprofessional	20-50-S6 / BCU	6.30.25
Cureton, Hailey	TR	Paraprofessional	20-45-EX / AOD	6.30.25
Renzulli, Angelina	Atco	Paraprofessional	20-40-EX / BBM	6.30.25
Rouse, Payton	Atco	Paraprofessional	20-40-EX / BBN	6.30.25

3. Resignation of On-Call Staff Member(s):

Approve the resignation of the following On-Call staff member(s):

Name	Location	Position	Effective Date
Tonczyczyn, Heather	District	Licensed Professional Counselor	6.30.25

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

Please approve the following staff member for the position listed below pending receipt of the required documents:

Name	Assignment	Location	From	To	Step	Salary	UPC	FTE
Gallagher, Kellina	Teacher (Kindergarten)	TR	8.26.25	6.30.26	6 BA	\$63,625	30-45-K1 / ALI	1.0

5. Appointment of On-Call Staff:

Approve the following On-Call staff member for the 2025-2026 school year, pending receipt of required documents:

Name	Assignment	Contract	Guide	Step	Hourly Rate	Pay Code
Bodine, Michael	Mechanic	WTEA Support	Secretary B	25	\$26.84	H:28

6. Transfer of Support Staff Member(s):

Approve the transfer of the following Support Staff member:

Name	Current Location	Current Assignment	Current UPC	New Location	New Assignment	New UPC	Effective Date
alentino, yan	District	Permanent Custodian Substitute	70-10-S8 / AUC	WES	Custodian - PM	21-50-C3 / AYR	7.01.25

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7. **Salary Adjustment:**

Approve the adjustment in salary for employee #5163 to reflect an hourly rate of \$18.45 for all secretarial work performed from 12.04.24 through 6.30.25.

8. **Perfect Attendance Award—May 2025:**

Acknowledge and congratulate Lisa DiRenzo, who will receive a \$50.00 Amazon gift card for her perfect attendance record during the month of May. Lisa has been with the district in many capacities during her twenty-one year employment with us and currently serves as the district's Title I / Basic Skills Coordinator. Congratulations Lisa!!!!

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

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

Staff Member	Dates	Classification
4048	5.27.25 – 5.30.25	Administrative LOA - Unpaid

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

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

Name	Substitute Position	Rate (Gr. 1-6)	Rate (Gr. PreK - K)
Borger, Christelle	Paraprofessional	\$18.75 / hr.	\$ 20.63 / hr.
	Non-Instructional (Cafeteria) Aide	17.66 / hr.	19.42 / hr.

11. **Substitute Staff--2025 Extended School Year (ESY) Summer Learning Program:**

Approve the following substitute for the 2025 Extended School Year (ESY) Summer Learning Program:

Name	Assignment	Hourly Rate (WES)	Hourly Rate (TR)
Fottrell, C.	Teacher	\$19.86 / hr	\$21.85 / hr
	Paraprofessional	18.75 / hr	20.63 / hr

12. **Appointment of Staff Members for the 2025 Extended School Year (ESY) Summer Learning Program:**

Approve the following staff members to provide services for the 2025 Extended School Year (ESY) Summer Learning Program:

Name	Position	Number of Days	Rate / Hour	Hours / Day	Total	Account Number	Pay Code
Marzili, Christy	Paraprofessional	19	\$17.36	3.25	\$1,071.98	11-422-100-106-01-03-000	H:74

13. **Resignation of Staff Member – 2025 Extended School Year (ESY) Program**

Approve the resignation of the following staff member for the 2025 Extended School Year Program:

Name	Position	Number of Days	Rate / Hour	Hours / Day	Total	Account Number
Hall, Kami	Nurse	19	\$55.00	3.25	\$3,396.25	11-422-213-104-01-03-000

14. **Title I Summer Learning Academy Program 2024-2025 - Certified Staff Trainer:**

Approve the following certified staff member to provide Title I Summer Learning Academy i-Ready Training:

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

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

n/a

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

n/a

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

n/a

18. **Resignation of Staff Member – 2025 Extended School Year (ESY) Program:**

Approve the resignation of the following staff member for the 2025 Extended School Year Program:

Name	Position	Number of Days	Rate / Hour	Hours / Day	Total	Account Number
Phillips, Prudence	Paraprofessional	19	\$18.88	3.25	\$1,165.84	11-422-100-106-01-03-000

19. **Appointment of Staff Members for the 2025 Extended School Year (ESY) Summer Learning Program:**

Approve the following staff members to provide services for the 2025 Extended School Year (ESY) Summer Learning Program:

Name	Position	# of Days	Rate / Hour	Hours / Day	Total	Account Number
Saunders, Kate	Nurse	Up to 19	\$55.00	Up to 3.25 hrs / day on an 'as needed' basis	n/a	11-422-213-104-01-03-000
Troike, Ashley	Nurse	Up to 19	55.00	Up to 3.25 hrs / day on an 'as needed' basis	n/a	11-422-213-104-01-03-000
Biggs, Michelle	Site Coordinator	19	55.00	3.25	\$3,396.25	11-422-240-104-01-03-000

20. **Substitute Staff--2025 Extended School Year (ESY) Summer Learning Program:**

Approve the following substitute for the 2025 Extended School Year (ESY) Summer Learning Program:

Name	Assignment	Hourly Rate (WES)	Hourly Rate (TR)
Cocco, Nicholas	Teacher	\$21.25 / hr	\$23.38 / hr
	Paraprofessional	18.75 / hr	20.63 / hr

21. **Create/Abolish Support Staff Positions:**

Approve the created Support Staff positions for the 2025-2026 school year. (See Attachment B-21).

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 11 and addendum items 12 through 14..

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

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

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Pursuant to N.J.A.C. 6A:23A-16.10(c) 4, the Waterford Township Board of Education certifies that as of April 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 April 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- \$ 532,555.29
- Bills List #2- \$ 38,998.95
- Bills List #3- \$ 2,436.04
- Nutri-Serve- \$ 47,895.51

5. Contracts:

Vendor	Purpose	From	To	Amount	Attachment
KS State Bank	Lease of Access Points and Firewall	6/11/25	6/11/30	\$12,894.19	N/A
Garrison Architects	Architect of Record	7/1/25	6/30/26	Various	C-5-a
First Student	Transportation	7/1/25	6/30/26	\$2,381,288.04	N/A
South Jersey School Doctors, LLC	School Physician Services	7/1/25	6/30/26	\$10,000	N/A
Nutri-Serve	School Food Services	7/1/25	6/30/26	\$43,000	N/A

6. Transportation:

SID#	Vendor	School	From	To	Amount	Send/Receive	Attachment
9605318945	Waterford Twp.	Hamilton Twp.	9/1/24	6/30/25	\$1,110	Receive	N/A
7013112395	Waterford Twp.	Hamilton Twp.	9/1/24	6/30/25	\$1,110	Receive	N/A
8321989429	Winslow Twp.	Folsom	3/1/25	6/30/25	\$311.50	Send	N/A

7. Grants:

Grantor	School	Amount	Purpose	Attachment
NJ Schools Insurance Group	District	\$2,476	Preventative Maintenance Software	C-7-a
WTH&SC	WES	\$240	Dry Erase Boards	N/A
Waterford Twp. Police Dept.	TRECC	\$550	Bounce House	N/A
WTH&SC	WES	\$2,447	Gaga Pit	N/A
WTH&SC	Atco	\$1,882	Gaga Pit	N/A

8. Tuition Contracts:

SID #	School	From	To	Amount	Send/Receive	Attachment
9605318945	Hamilton Twp. Mercer	9/1/24	6/30/25	\$14,718	Receive	N/A
7013112395	Hamilton Twp. Mercer	9/1/24	6/30/25	\$14,718	Receive	N/A
8275457547	ACSSSD	7/7/2025	8/7/25	\$2,420	Send	N/A

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1242928340	East Mountain School	7/1/25	6/30/26	\$81,826.50	Send	N/A
4286992618	Orchard Friends School	7/7/25	8/15/25	\$15,000	Send	N/A
6646697815	Brookfield Academy	9/5/25	6/30/26	\$75,877.20	Send	N/A
9136913852	Brookfield Academy	9/4/25	6/30/26	\$75,877.20	Send	N/A

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

Name	Date Submitted	Date of Workshop	Location	Topic	Cost	Account #
Kondas, Heather	5/22/25	10/17/25	Atlantic City, NJ	2025 NJPSA/FEA/NJASCD Fall Conference	\$210	11-000-223-580-58-01-040

10. Approve the purchase of a 2025 Ford Transits van for \$70,050.72 from All American Fleet through the Educational Services Commission of NJ bid #23/24-11 and to finance it through KS State Bank at 5.74% for 5 years.

11. Business-Related Policies:

- a. Approve the following policies for the first reading:
 1. Policy #6470- Payment of Claims
- b. Approve the following policies for the second reading:
 - n/a
- c. Acknowledge receipt of the following regulations:
 1. Regulation #6470- Payment of Claims

12. Contracts:

Vendor	Purpose	From	To	Amount	Attachment
DLC Technology Solutions	Access Points	6/11/25	Completion	\$54,936.65	D-12-a
DLC Technology	Firewall Cluster	6/11/25	Completion	41,306.31	D-12-b

13. Tuition Contracts:

SID #	School	From	To	Amount	Send/Receive	Attachment
5209922732	Bancroft School, Voorhees	7/7/2025	6/30/2026	\$79,930.20	Send	No
4356214621	Bancroft School, Mt. Laurel	7/7/2025	6/30/2026	157,890.60	Send	No
3310476652	Bancroft School, Mt. Laurel	7/7/2025	6/30/2026	157,890.60	Send	No

14. Authorize the purchasing of school supplies from the following vendors:

Subject	Vendor	Amount Awarded
General Classroom Supplies	School Specialty, LLC	\$33,449.81
Athletic Supplies	BSN Sports, LLC	\$10.79
	United Supply Corp.	\$104.28
	S&S Worldwide, Inc.	\$12.00
Audio Visual Supplies	Bluum USA Inc.	\$10.00
	Paper Clips Inc.	\$133.92
	United Supply Corp.	\$158.58
Paper/Copy Duplicator Supplies	Staples Contract & Commercial, LLC	\$297.10

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Custodial Supplies	United Supply Corp. W.B. Mason Co., Inc. W.W. Grainger, Inc. dba Grainger	\$69.27 \$354.20 \$250.54
Elementary Science Supplies	School Specialty, LLC Nasco Education, LLC Carolina Biological Supply Co. VWR Funding, Inc dba Wards Science United Supply Corp. EAI Education dba Eric Armin Inc.	\$211.95 \$84.70 \$14.86 \$20.34 \$99.85 \$28.12
Fine Art Supplies	Cascade School Supplies, Inc. Blick Art LLC School Specialty, LLC Nasco Education, LLC National Art & School Supplies, Inc. W.B. Mason Co., Inc.	\$283.48 \$237.32 \$844.94 \$95.61 \$51.42 \$280.93
Health and Trainer Supplies	Henry Schein, Inc. School Health Corporation Performance Health Holdings, dba Medco Supply	\$404.32 \$1,983.93 \$136.99
Library Supplies	Cascade School Supplies United School Corp. Demco, Inc. OTC Brands Inc. dba OTC Direct, Inc.	\$130.72 \$13.29 \$110.16 \$40.79
Math Supplies	United Supply Corp.	\$5.32
Music Supplies	Shar Products Company dba Shar Music United Supply Corp. Music & Arts K&S Music, Inc.	\$73.06 \$35.27 \$245.02 \$143.99
Office and Toner Supplies	Staples Contract & Commercial LLC	\$7,302.80
Physical Education Supplies	School Specialty, LLC BSN Sports, LLC Nasco Education, LLC School Health Corporation United Supply Corp. S&S Worldwide, Inc.	\$192.53 \$166.08 \$27.47 \$395.25 \$463.70 \$81.62
Science Supplies	School Specialty, LLC Nasco Education, LLC VWR Funding, Inc. dba Wards Science	\$34.94 \$32.68 \$8.35 \$40.32
Special Needs	School Specialty, LLC Nasco Education, LLC School Health Corporation United Supply Corp. Charles J. Becker & Bro. Inc dba Becker's School S&S Worldwide, Inc.	\$624.81 \$9.56 \$44.94 \$345.99 \$62.87 \$15.98
Teaching Aids	Cascade School Supplies, Inc. School Specialty, LLC Kurtz Bros., Inc. Nasco Education LLC Lakeshore Learning Materials, LLC United Supply Corp. Really Good Stuff, LLC United Sales USA Corp. Charles J. Becker & Bro. Inc dba Becker's School	\$193.07 \$1,376.77 \$131.01 \$40.24 \$316.66 \$135.88 \$1,931.79 \$21.89 \$8.98

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	S&S Worldwide, Inc.	\$26.46
	OTC Brands Inc dba OTC Direct, Inc.	\$17.08
Technology Supplies	United Supply Corp.	\$36.10
	Pitsco Education, LLC	\$18.52
	Midwest Technology Products	\$371.35
World Languages	Teacher's Discovery, Inc. American Eagle Co., Inc	\$90.97
Cafeteria Consumable Supplies	United Supply Corp.	\$73.76

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-** Mr. De Vuyst gave an oral report.
- e. **Hammonton-** no report
- f. **Board President's Report-** Mr. DeNafo gave an oral report.
Happy Birthday to Mr. Leach and Mr. Galante.

IX. BOARD OF EDUCATION BUSINESS

A. OLD BUSINESS

None

B. NEW BUSINESS

A motion was made by Mr. McClintock, seconded by Mr. Hoover and carried by unanimous roll call vote to terminate employee #5029 and withhold in increment from employee #4742.

X. COMMENTS FROM MEMBERS OF THE PUBLIC ON GENERAL TOPICS

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

Respectfully Submitted,



Daniel J. Fox
Assistant Superintendent for Business/Board Secretary