WATERFORD TOWNSHIP BOARD OF EDUCATION

NOTICE OF MEETING: **REGULAR BOARD MEETING – October 15, 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-*** *Roe Hunter*

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. District NJSLA Presentation-** *Dr. Michael Nolan*
- **B. SSDS-Report Period 2- January 2025-June 2025-** *Ms. Heather Kondas*
- **C. HIB Self-Assessment Report for the 2024-2025 School Year-** *Ms. Heather Kondas*
- **D. Home Depot Grant Presentation-** *Ms. Heather Kondas*

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 September 5, 2025
- **B.** Closed Session September 5, 2025

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

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

School Name	Drill Date	Drill Time	Weather Conditions	Type of Drill	# of Students Involved	# of Staff Involved
TR	9/4/25	10:02 AM	68 degrees, sunny	FIRE DRILL	244	58
WES	9/4/25	9:22 AM	N/A	Lockdown	428	66
WES	9/5/25	1:25 PM	85 degrees, sunny	Fire Drill	429	67
Atco	9/8/25	2:40 PM	71 degrees, Sunny	Fire Drill	223	42
TR	9/9/25	10:11 AM	N/A	LOCKDOWN	239	59
Atco	9/16/25	3:13 PM	67 degrees, Cloudy	Active Shooter	225	41

B. <u>Enrollment:</u>

Grade	2024-2025 # of Students	2025-2026 # of Students
PK (3 yr. old)	78	65
PK (4 yr. old)	71	102
PK (5 yr. old)	1	2
Sub Total:	**150**	**169**
K	108	81
1st	112	119
2nd	110	118
3rd	97	114
4th	108	102
5th	117	112
6th	115	123
Sub Total:	**767**	**769**
Total:	**917**	**938**

C. Suspension Report:

Suspension:	TR	Atco	WES
In School Suspension	0	0	0
Out of School Suspension	0	0	4.5

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. **Superintendent Evaluation Calendar:**
   Approve the Superintendent Evaluation calendar for the 2025-2026 school year.
   (See Attachment A-2).

3. **School Self-Assessment for Determining Grades Under the Anti-Bullying Bill of Rights Act:**
   Approve the submission of the 2024-2025 School Self-Assessment for Determining Grades under the Anti-Bullying Bill of Rights Act to the New Jersey Department of Education.

4. **PEA Early Childhood District Contact Chart for the 2026-2027 School Year:**
   Approve the PEA Early Childhood District Contact Chart for the 2026-2027 school year.
   (Available upon request).

5. **Pre-Kindergarten Enrollment Projection for the 2026-2027 School Year:**
   Approve the Pre-Kindergarten Enrollment Projection for the 2026-2027 school year. (Available upon request).

6. **Home and School Fundraiser for the 2025-2026 School Year:**
   Approve the following Home and School Fundraiser for the 2025-2026 school year:
   - Deluxe Pies Fundraiser

7. **Approve the following policy for the first reading:**
   n/a
8. **Approve the following policy for the second reading:**
   n/a
9. **Acknowledge receipt of the following regulations:**
   n/a

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

Upon the recommendation of the Superintendent:

1. **Create 2025-2026 Support Staff Positions:**
   Approve the created Support Staff position for the 2025-2026 school year:

Position	Loc.	Create	UPC	FTE	Account Number
Paraprofessional (POR Grades 4 & 5)	WES	Create	20-50-EX / BDX	1.0	11-213-100-106-00-00-100
Paraprofessional (MD Classroom)	Atco	Create	20-40-EX / ARH	1.0	11-000-217-106-00-00-040

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
DePasquale, Brittany	Paraprofessional	20-45-EX / BDB	TR	1	$17.31	4	185	.67
Dobbins, Maxine	Paraprofessional (Preschool)	20-45-P2 / AER	TR	2	18.88	6	185	1.0
Embrey, Susan	Paraprofessional	20-50-L1 / BAK	WES	1	18.88	4	185	.67
Franchetti, Julia	Paraprofessional (Kindergarten)	20-45-L1 / AIA	TR	1	17.31	6	185	1.0
Renzulli, Lisa	Paraprofessional	20-40-EX / BBE	Atco	2	17.31	4	185	.67
Riddell, Gabrielle	Non-Instructional Aide (Cafeteria)	20-40-NA / AZL	Atco	1	16.74	2.5	185	.42
Santo, Jamie	Non-Instructional Aide (Cafeteria)	20-45-NA / AZI	TR	1	16.74	3.5	185	3.5
Thompson, Trisha	Paraprofessional (POR)	20-50-EX / BDX	WES	1	18.88	6	185	1.0

3. Revision of Start Date for Certified Staff Members for the 2025-2026 School Year:

Approve the revision of start date for the Certified staff member below:

Name	Assignment	Loc	Curr. From	Curr. To	New From	New To
Piccari-Harrell, K.	School Social Worker	District	10.22.25	6.30.26	10.14.25	6.30.26

4. 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:

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	Eff. Date
Knapp, Jessica	Parapro	23-80-PP/BAM	Dist.	1	$18.88	6	185	Parapro	20-40-EX/ ARH	Atco	1	$18.88	6	185	10.16.25

5. Job Description Update:

Approve the updated/revised job description for the School Social Worker position. (See Attachment B-5).

6. Leave-of-Absence Request/Acknowledge:

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

Staff Member	Dates	Classification
4289	9/11/25-10/17/25	PTO/FMLA

7. Title I After School Learning Academy Program 2025-2026:

Approve the following staff members to provide services as listed for the Title I After School Learning Academy. Salaries are budgeted for and funded by FY26 ESEA Title IA Funds:

Name	Position	Location	# of Days	Rate/Hour	Hours/Day	Total	Account#:
Bromley, C.	Tutor	Atco	63	$55.00	2	$6930.00	20-235-100-101-55-04-040
Campanella, M.	Tutor	Atco	63	$55.00	2	$6930.00	20-235-100-101-55-04-040
Schafer, A.	Tutor	Atco	63	$55.00	2	$6930.00	20-235-100-101-55-04-040
Bani, R.	Tutor	Atco	63	$18.93	2	$2385.18	20-235-100-104-55-04-040
Komis, D.	Coach/Tutor Sub	Atco	63	$55.00	2	$6930.00	20-235-100-101-55-04-040
DiRenzo, L.	Coordinator	Atco	63	$35.37	2	$4456.62	20-235-200-104-55-04-040
Agoston, D.	Tutor	WES	81	$55.00	2	$8910.00	20-235-100-101-55-04-100
Bowman, A.	Tutor	WES	42	$55.00	2	$4620.00	20-235-100-101-55-04-100
Johnson, M.	Tutor	WES	81	$55.00	2	$8910.00	20-235-100-101-55-04-100
Seth, E.	Tutor	WES	39	$25.94	2	$2023.32	20-235-100-104-55-04-100
Walsh, K.	Tutor	WES	81	$55.00	2	$8910.00	20-235-100-101-55-04-100
Michelini, C.	Coach/Tutor Sub	WES	81	$55.00	2	$8910.00	20-235-100-101-55-04-100
Kennevan, C.	Coordinator	WES	81	$55.00	2	$8910.00	20-235-200-104-55-04-100
Bash, P.	Tutor Sub	Atco/WES	As needed	$19.86	2	n/a	20-235-100-104-55-04-040/100
Seth, E.	Tutor Sub	Atco/WES	As needed	$25.94	2	n/a	20-235-100-104-55-04-040/100

8. Title I After School Learning Academy Program 2025-2026 - Staff Training:

Approve staff members for Title I RtI i-Ready training for the after school program. Training costs are budgeted for and funded by FY2026 ESEA Title IIA funds.

Name	Rate/Hour	Total Hours	Max Amount	Account #
Up to 15 Staff Members	$41.00 (or contracted hourly rate)	Up to 4.5 hours	$2,767.50	20-275-200-104-00-04-000

9. 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
Devine, Barbara	Preschool Teacher Coach	TR	11.10.25	6.30.26	11	$77,852	30-45-P2 / ADR	1.0

10. Approve the following policy for the first reading:

n/a

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 August 2025 (See Attachment C-1):

In accordance with 18A:17-9 for the month of August 2025, the Cash Reconciliation Report and the Board Secretary's report are in agreement. In accordance with 18A:17-9 for the month of August 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 August 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 August 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- $ 414,219.48
- Bills List #2- $ 61,659.05
- Bills List #3- $ 37,434.02

5. Contracts:

a. To approve a contract with DLC Technology Solutions Inc. for Meraki enterprise cloud controller license 1-year renewal for the 2025-2026 school year in the amount of $25,134.93. The price is based on the OMNIA Contract R200803.

6. Tuition Contracts:

SID #	School	From	To	Amount	Send/Receive	Attachment
9145157534	YALE School Inc.	9/1/25	6/30/26	$72,457.20	Send	N/A
6627119110	YALE School West	9/1/25	6/30/25	$85,753.50	Send	N/A
6867200358	Millville Public School	9/12/25	6/30/26	$17,138.00	Receive	N/A
4286992618	Orchard Friends School	9/1/25	6/12/26	$107,450.00	Send	N/A
5770303351	Mount Carmel Guild Academy	9/1/25	6/30/26	$56,700.00	Send	N/A

7. Grants:

Grantor	School	Amount	Staff Member	Purpose	Attachment
H&SA	WES	$140.00 Amazon gift card	Manna	Podium	N/A
H&SA	WES	$2,400.00	Manna	Teacher Additional Time (Six Flags Trip)	N/A
Waterford Woman's Club	WES	$1,500.00	Various	Supplies and Materials	N/A
Waterford Woman's Club	TR	$700.00	Various	Supplies and Materials	N/A
Waterford Woman's Club	Atco	$2,000.00	Various	Supplies and Materials	N/A

8. Transportation:

SID #	Vendor	School	From	To	Amount	Send/Receive	Attachment
Various	Hammonton BOE	Yale	09/08/25	06/18/26	$53,947.67	Send	N/A
Various	Hammonton BOE	Archway	09/04/25	06/12/26	$31,339.64	Send	N/A
5770303351	Educational Service Commission	Mt. Carmel Guild School	09/01/25	06/30/26	$46,364.40	Send	N/A
6867200358	Waterford Twp	Millville Public Schools	9/12/25	6/30/26	$854.84	Receive	N/A

b. **Transportation Title I After School Learning Academy 2025-2026:**
Approve the attached contract renewal with First Student for late bus transportation at a per diem rate of $185.39 serving the 2025-2026 Title I After School Learning Academy Programs at Atco Elementary School (63 days, total $11,697.57), and Waterford Elementary School (81 days, total $15,016.59). Transportation is budgeted for and funded by FY2026 ESEA Title IA funds.

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 #
Leavey, S.	09/11/2025	02/19/2026 02/20/2026 02/21/2026	Atlantic City, NJ	2026 NJ Music Educators State Conference	$412.26	11-000-223-580-58-01-040

10. Facilities:

a. **Use of Facilities for the 2025-2025 School Year:**
Approve the Use of Facilities for the 2025-2026 school year:

Organization	Facility	Date & Time	Event	Cost
Waterford Township Athletic Association- Atco Ghosts	Atco All Purpose Room	**6:45PM - 9:00PM** 11/18/2025, 11/19/2025, 11/20/2025, 11/21/2025, 11/25/2025, 12/2/2025, 12/3/2025, 12/4/2025, 12/5/2025, 12/9/2025,12/10/2025, 12/11/2025,12/12/2025	Basketball Try-outs	$0
Waterford Township Athletic Association- Atco Ghosts	Waterford Gymnasium	**6:30PM - 9:00PM** ~~11/06/2025, 11/07/2025,~~ 11/10/2025 **6:45PM - 9:30PM** 11/12/2025, 11/14/2025 **6:30PM - 9:30PM** 11/17/2025, 11/19/2025, 11/20/2025, 11/21/2025, 11/24/2025,11/25/2025, 12/1/2025, 12/2/2025, 12/3/2025, 12/4/2025, 12/5/2025, 12/8/2025, 12/9/2025, 12/10/2025, 12/11/2025, 12/12/2025, 12/15/2025, 12/16/2025, 12/17/2025, 12/18/2025, 12/19/2025, 12/22/2025, 12/23/2025, 1/5/2026, 1/6/2026, 1/7/2026, 1/8/2026, 1/9/2026, 1/12/2026, 1/13/2026, 1/14/2026, 1/15/2026, 1/16/2026, **6:30PM - 9:45PM** 1/19/2026, 1/20/2026, 1/21/2026, 1/22/2026, 1/23/2026, 1/26/2026, 1/27/2026, 1/28/2026, 1/29/2026, 1/30/2026, 2/2/2026, 2/3/2026, 2/4/2026, 2/5/2026, 2/6/2026, 2/9/2026, 2/10/2026, 2/11/2026, 2/12/2026, 2/13/2026	Basketball	$0

b. Approve the Comprehensive Maintenance Plan and Annual Budget Amount Worksheet Form M-1 for submission to the County. (See Attachment C-10).

11. Budget Calendar for 2026-2027:
Approve the budget calendar for the 2026-2027 budget that was reviewed and discussed. (See Attachment C-11).

12. Business-Related Policies:
a. **Approve the following policies for the first reading:**
n/a
b. **Approve the following policies for the second reading:**
n/a
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 _____