

**WATERFORD TOWNSHIP BOARD OF EDUCATION
REGULAR BOARD MEETING – January 21, 2026
WATERFORD ELEMENTARY SCHOOL**

I. MEETING CALLED TO ORDER 6:30 P.M.

This meeting was advertised in compliance with the Sunshine Law through the notice issued to the Courier-Post, 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, Jason Galante, Rosemarie Hunter, Barbara Libak Fanz, Thomas Leach, Ehren O'Donnell,

Members absent: Michael McClintock, Stephen Umosella

Others present: Dr. Michael A. Nolan, Superintendent, Christopher Eberly, Business Administrator, Howard Long, Solicitor

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

A motion was made by Ms. Hunter, seconded by Mr. Leach, 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

A motion was made by Mr. De Vuyst, seconded by Mr. Libak Fanz, and carried by unanimous voice consent to approve the resolution authorizing closed session at 6:31 p.m.

D. MOTION TO APPROVE THE RETURN TO OPEN SESSION

A motion was made by, Ms. Hunter, seconded by Mr. De Vuyst and carried by unanimous voice consent to return to open session at 6:42 p.m.

E. FLAG SALUTE

Mr. DeNafo led the Pledge of Allegiance.

F. MISSION STATEMENT

Mr. De Vuyst 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. De Vuyst gave an oral report.

C. BUSINESS– Mr. Leach gave an oral report.

III. PRESENTATIONS

A. Code of Ethics- *Howard Long*

IV. COMMENTS FROM THE PUBLIC ON AGENDA ITEMS ONLY

A. A motion was made by Ms. Libak Fanz, seconded by Ms. Hunter 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.

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V. MINUTES

A motion was made by Mr. O'Donnell, seconded by Mr. De Vuyst, and carried by unanimous voice consent to approve the minutes for the following meeting as submitted by the Business Administrator/Board Secretary. (Ms. Hunter abstained from items A & B.)

- A. Board Meeting December 17, 2025
- B. Closed Session December 17, 2025
- C. Reorganization Meeting January 5, 2026

VI. SUPERINTENDENT'S REPORT

Upon the recommendations of the Superintendent, a motion was made by Mr. De Vuyst seconded by Mr. Galante, and carried by a unanimous roll call vote to approve the following items:

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
WES	12/01/25	9:10 AM	37 Degrees, cloudy	Fire	422	62
WES	12/02/25	14:45	N/A	Active Shooter	431	63
Atco	12.03.2025	10:14 AM	N/A	Active Shooter	226	35
Atco	12.18.2025	11:20 AM	44 degrees , sunny	Fire	230	44
TR	12.10.2025	11:07 AM	44 degrees, overcast	Fire	245	64
TR	12.17.2025	10:03 AM	N/A	Lockdown	246	64

B. Enrollment:

Grade	2024-2025 # of Students	2025-2026 # of Students
PK (3 yr. old)	79	69
PK (4 yr. old)	72	104
PK (5 yr. old)	1	2
Sub Total:	152	175
K	108	85
1 st	110	123
2 nd	109	121
3 rd	97	116
4 th	110	102
5 th	117	113
6 th	113	128
Sub Total:	764	788
Total:	916	963

C. Suspension Report:

Suspension:	TR	Atco	WES
In School Suspension	0	0	0
Out of School Suspension	0	0	6

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VIII. SUPERINTENDENT'S RECOMMENDATIONS

A. EDUCATION

Upon the recommendations 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 7.

1. **Harassment, Intimidation and Bullying (HIB) Report:**
 Acknowledge receipt/affirm HIB Investigations. (See Attachment A-1).

2. **Title I Summer Learning Academy Program 2025-2026:**
 Approve Title I Summer Learning Academy Program for the 2025-2026 school year to support students in English Language Arts and Mathematics as follows:

Grades	Dates	Hours	Location
PK, K & 1	7/6/26-7/30/26 (M,T,W,Th)	9:20am-12:20pm	TR
2, 3, 4 & 5	7/6/26-7/30/26 (M,T,W,Th)	8:40am-11:40am	WES

3. **Special Education Extended School Year 2025-2026:**
 Approve Extended School Year for the 2025-2026 school year as follows:

Grades	Dates	Hours	Location
PK, K & 1	7/6/26-7/30/26 (M,T,W,Th)	9:20am-12:20pm	TR
2, 3, 4 & 5	7/6/26-7/30/26 (M,T,W,Th)	8:40am-11:40am	WES

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
Johnson's Farm	5/21/26	PK	PK Staff	95/206 *31 adults riding bus	\$16	Admission: \$4320 Transportation: \$1360
Philadelphia Zoo	5/6/26	1	Grade 1 Staff, Hall, Kondas	47/130	\$15	Admission: \$2460 Transportation: \$1716
Franklin Institute	4/23/26	3	Grade 3 Staff	17/115	Students: \$14 Adults: \$17	Admission: \$1899 Transportation: \$1170
Citizens Bank Park	2/9/26	4	Grade 4 Staff	20/105	\$5	Admission: \$625 Transportation: \$882
Lincoln Financial Field	4/9/26	5	Grade 5 Staff, Ravenkamp	18/114	Students: \$20 Adults: \$30.67	Admission: \$2832.06 Transportation: \$1245
Six Flags Great Adventure	6/2/26	6	Grade 6 Staff	29/125	\$57.99	Admission: \$8898.40 Transportation: \$2600
Leadership Academy to HMS	2/4/26	6	Leadership Staff	50	N/A	Transportation: \$153.30
Leadership Academy to Atco & TR	3/13/26	6	Leadership Staff	50	N/A	Transportation: \$200
Team Up Day @ HMS	6/3/26	6	Grade 6 Staff	15/130	N/A	Transportation: TBD

5. **Approve the following policy for the first reading:**
 n/a
6. **Approve the following policy for the second reading:**
 a. Policy # 5117- Interdistrict Public School Choice
7. **Acknowledge receipt of the following regulations:**
 n/a

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B. PERSONNEL

Upon the recommendations of the Superintendent, a motion was made by Mr. De Vuyst, seconded by Mr. Galante, and carried by a roll call vote to approve items 1 through 13, and addendum items 14, 17, and 18.

1. Lateral Moves – Certified Staff Members:

Approve the lateral move request for the following Certified Staff member on the salary guide Effective 2.01.26:

Name	Credential (from)	Credential (to)	Step (from)	Step (to)	Salary (from)	Salary (to)
Chance, Patricia	MA	MA + 15	13	13	\$94,817	\$96,092
Michelini, Candice	MA	MA + 15	12	12	\$85,552	\$86,827

2. Lateral Move – Support Staff:

Approve the lateral move request for the following Support Staff member on the salary guide Effective 2.01.26:

Name	Position (from)	Position (to)	Step (from)	Step (To)	Hrly Rate (from)	Hrly Rate (to)
Kelton, Emma	Paraprofessional	Paraprofessional (Highly-Qualified)	1	1	\$16.95	18.25

3. Resignation of Support Staff Member(s):

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

Name	Location	Position	UPC	Effective Date
Buonadonna, Gina	Atco	Paraprofessional	20-40-EX / ASX	2.18.26
Marzili, Christy	Atco	Paraprofessional (MD Classroom)	20-40-EX / AOB	1.19.26

4. 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
Poulton, Paige	Teacher (ICR – Grade 3)	WES	12.18.25	6.30.25	6 BA	\$63,625	30-50-S2 / BDG	1.0

5. Rescind Position Change of Support Staff Member:

Approve to rescind the position change approved at the 12.17.25 Board of Education meeting for the following Support Staff member:

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
Wyld, B.	Parapro	20-40-EX / BDG	Atco	1	18.88	4	185	Parapro	20-50-EX / BCY	WES	1	18.88	6	185	1.02.26

6. Transfer of Support Staff Members for the 2025-2026 School Year:

Approve the transfer of the following Support Staff member(s) for the 2025-2026 school year.

Name	Current Location	Current Assignment	Current UPC	New Location	New Assignment	New UPC	Effective Date
Erasmus, S.	Atco	Paraprofessional (MD Room)	20-40-EX / BBM	Atco	Paraprofessional (Gr. 1 –ICR)	20-40-EX / AXW	1.12.26
Marzili, C.	Atco	Paraprofessional (BD Room)	20-40-EX / AOB	Atco	Perm Parapro	23-80-PP . BAQ	1.12.26

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7. Leave-of-Absence Request / Acknowledge:

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

Staff Member	Dates	Classification
5011	3.30.26 – 6.30.26 TBD* -- 10.02.26 *Students first day of school	PTO / FMLA / NJFLA NJFLA

8. 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)
Atkins, Linda	Paraprofessional	\$18.75 / hr	\$20.63 / hr
Bober, Tracey	Teacher	\$143.44 / day	\$157.79 / day

9. 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 remainder of the 2025-2026 school year:

Name	Hourly Rate	Number of Hours
Devine, Barbara	55.00	Based on student need

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

Approve the following staff member for the position listed below:

Name	Assignment	From	To	Step	Salary	FTE
McKinney, Mackenzie	Teacher (PreK – Gr. 3 / BD)	3.13.26	6.30.26	2	\$61,225	1.0

11. Approve the following policy for the first reading:

n/a

12. Approve the following policy for the second reading:

- a. Policy # 1620- Administrative Employment Contracts
- b. Policy # 1648.15- Recordkeeping for Healthcare Settings in School Buildings-Covid 19-ABOLISH

13. Acknowledge receipt of the following regulations:

n/a

14. Retirement of Certified Staff Member:

Approve the retirement of Mary Low, Elementary Education Teacher, with gratitude and appreciation for her years of service to our district, effective July 1, 2026.
(UPC:30-50-G3 / BDH)

15. Create / Abolish Support Staff Positions for the 2025-2026 School Year:

Approve the created / abolished Certified and Support Staff positions for the 2025-2026 school year:

Position	Loc.	Create/ Abolish	UPC	FTE	Account Number	Eff. Date
Permanent Teacher Substitute	District	Create	28-10-S8 / BAH	1.0	11-120-100-101-00-09-000	1.20.26
TOTAL				+1.0		

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

Approve the following Support Staff member for the 2025-2026 school year:

Name	Assignment	UPC	Loc	Step	Rate / Hour	Hours / Day	Days / Year	FTE	Effective Date
Sorce, Alyssa	Permanent Teacher Substitute	28-10-S8 / BAH	Distr	4	\$20.19	6.75	185	1.0	1.20.26

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

Approve the following staff member for the position listed below:

Name	Assignment	From	To	Step	Salary	FTE
Sorce, Alyssa	Long-Term Substitute (Elem. K-6: Kdg)	2.09.26	6.30.26	1 BA	\$61,025 (prorated)	1.0

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

Approve the following Substitute 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)
Lewis, Sheila	Paraprofessional	18.75 / hr	20.63 / hr
	Non-Instructional Aide	17.66 / hr	19.42 / hr
	(café)		

C. BUSINESS

Upon the recommendation of the Superintendent, a motion was made by Mr. Galante, seconded by Ms. Hunter, and carried by a roll call vote to approve items 1 through 11. (Ms. Libak Fanz and Mr. O'Donnell abstain from item 4.)

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

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

- Investment report.
- Report of the Board Secretary in accordance with 18A:17-36 and 17A:17-9
- Student Activity Fund General Ledger.
- Nutri-Serve Food Management/Waterford Township School District Financial Statement.
- Transfers by transfer number

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4. Approval of Expenditures (as per attached):

Approve the payment of bills and claims:

- Bills List #1- \$ 2,010,905.99
- Bills List #2- \$ 24,054.16
- Bills List #3- \$ 52,243.38
- Bills List #4- \$ 750.00
- Nutri-Serve- \$ 40,291.32

5. Contracts:

6. Tuition Contracts:

7. Grants:

Grantor	School	Amount	Staff Member	Purpose	Attachment
H&SA	WES	\$202.58	Borman	Metal Locking Cabinet	N/A
H&SA	Atco	\$1716	Kondas	Busing Grade 1 Field Trip	N/A

8. Transportation:

a. Motion to approve the following transportation contract, on file with the School Business Administrator/Board Secretary, in accordance with the McKinney-Vento Act:

1. A.V., L.V., and M.V. of \$357.95 per diem effective 1/5/26-4/15/26 (67 days \$23,982.65). Transportation from Bellmawr, NJ to Waterford/Hammonton Schools.

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 #
Kin-Leavey, S.	12/11/2025	03/27/2026	West Windsor, NJ	NJPBSIS Leadership Forum 2026	Free	N/A
Kondas, H.	12/19/2025	03/27/2026	West Windsor, NJ	NJPBSIS Leadership Forum 2026	Free	N/A
Holwell, G.	12/19/2025	03/27/2026	West Windsor, NJ	NJPBSIS Leadership Forum 2026	Free	N/A
Biggs, M.	1/13/2026	4/23/2026	West Windsor, NJ	NJPIEP Preschool Inclusion Leadership Conference	\$45.00	20-218-200-580-58-02-060

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
Boy Scouts of America -Cub Scouts	Atco Teachers' Lounge & All Purpose Room	6:30PM - 8:00PM 2026 Dates 1/26, 2/2, 2/9, 2/23, 3/2, 3/9, 3/16, 3/23, 3/30, 4/13, 4/20, 4/27, 5/4, 5/11, 5/18, 6/1	Meeting	\$0

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11. 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 #6111- Special Education Medicaid Initiative (SEMI) Program
 - 2. Policy #6220- Budget Preparation
- c. Acknowledge receipt of the following regulations:
n/a

D. BYLAWS

A motion was made by Ms. Libak Fanz, seconded by Ms. Hunter and carried by unanimous voice consent to approve the Bylaws.

- 1. Approve the following policy for the first reading :
n/a
- 2. Approve the following policy for the second reading :
 - a. Policy #0143- Board Member Election and Appointment
 - b. Policy #0177- Professional Services
 - c. Policy #0174- Legal Services
 - d. Policy #0173- Duties of Public School Accountant
- 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-** Mr. O'Donnell- 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—**Ms. 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. O'Donnell and carried by unanimous voice consent to open the meeting to the public.

none
- B. A motion was made by Mr. O'Donnell, seconded by Mr. Leach and carried by unanimous voice consent to close the meeting to the public.

XI. MEETING ADJOURNMENT at 7:43 p.m.

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

Respectfully Submitted,


Christopher Eberly
Business Administrator/Board Secretary