

**WATERFORD TOWNSHIP BOARD OF EDUCATION
REGULAR BOARD MEETING – December 17, 2025
WATERFORD ELEMENTARY SCHOOL**



APPROVED

I. MEETING CALLED TO ORDER 6:36 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, Daniel Hoover, Barbara Libak Fanz, Thomas Leach, Michael McClintock, Ehren O'Donnell,

Members absent: Benjamin De Vuyst, Jason Galante, Rosemarie Hunter

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. Libak Fanz, 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. McClintock, seconded by Mr. Leach, and carried by unanimous voice consent to approve the resolution authorizing closed session at 6:37 p.m.

D. MOTION TO APPROVE THE RETURN TO OPEN SESSION

A motion was made by, Mr. O'Donnell, seconded by Mr. Libak Fanz and carried by unanimous voice consent to return to open session at 7:05 p.m.

E. FLAG SALUTE

Mr. DeNafo led the Pledge of Allegiance.

F. MISSION STATEMENT

Ms. Libak Fanz read the Mission Statement.

G. STATEMENT TO THE PUBLIC

Mr. DeNafo read the Statement to the Public.

II. COMMITTEE REPORTS

A. EDUCATION – No report

B. PERSONNEL– No report

C. BUSINESS– No report

III. PRESENTATIONS

A. “Teacher of the Year” for the 2025-2026 School Year- Ms. Dawn Agoston- Dr. Michael Nolan

IV. COMMENTS FROM THE PUBLIC ON AGENDA ITEMS ONLY

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

None

B. A motion was made by Mr. McClintock, seconded by Ms. Libak Fanz, and carried by unanimous voice consent to close the meeting to the public.

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

- A. Board Meeting November 19, 2025
 B. Closed Session November 19, 2025

VI. SUPERINTENDENT'S REPORT

Upon the recommendations of the Superintendent, a motion was made by Ms. Libak Fanz seconded by Mr. O'Donnell, 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	11/10/25	9:30 AM	N/A	Lockdown	425	91
Atco	11.10.2025	1:52 PM	50, sunny	Fire	227	42
Atco	11.17.2025	2:45 PM	46, windy	Lockdown	230	41
WES	11/18/25	2:00 PM	49 degrees, cloudy	Fire drill	421	82
TR	11/21/25	10:30	50 degrees, cloudy	Bomb Threat	244	65
TR	11/24/2025	10:19 AM	48 degrees, sunny	Fire Drill	248	68

B. Enrollment:

Grade	2024-2025 # of Students	2025-2026 # of Students
PK (3 yr. old)	79	68
PK (4 yr. old)	72	103
PK (5 yr. old)	1	2
Sub Total:	152	173
K	108	85
1 st	111	121
2 nd	110	119
3 rd	96	114
4 th	108	102
5 th	118	112
6 th	113	128
Sub Total:	764	781
Total:	916	954

C. Suspension Report:

Suspension:	TR	Atco	WES
In School Suspension	0	0	0
Out of School Suspension	0	1	7.5

VIII. SUPERINTENDENT'S RECOMMENDATIONS**A. EDUCATION**

Upon the recommendations of the Superintendent, a motion was made by Ms. Libak Fanz, seconded by Mr. Leach, and carried by a roll call vote to approve the items 1 through 7.

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

2. **College Clinical Practice I Placement for Spring, 2026 Semester:**
Approve the following student placement:

Name	College	Location	Grade	Teacher	Dates	# of Hours
Williams, Tashaun	Rowan	District	K-6	Knoll	3/16/26-4/30/26	Mondays & Wednesdays
Puglise, Ruth	Rowan	District	PreK	Intessimoni	1/21/26-4/30/26	2 days/week - 15 weeks
Zuckerberg, Erica	Stockton	District	2	Iadonisi	1/26/26-5/8/26	80 hours
Rossano, Michael	Stockton	District	4	Chance Kennevan	1/26/26-5/8/26	80 hours

3. **College Clinical Practice II Placement for Fall, 2026 Semester:**
Approve the following student placement:

Name	College	Location	Grade	Teacher	Dates	# of Hours
Williams, Tashaun	Rowan	District	K-6	Knoll	9/1/26-10/23/26	5 days a week
Puglise, Ruth	Rowan	District	PreK	Intessimoni	9/1/26-12/17/26	5 days a week

4. Approve resolution expressing opposition to cannabis grow, cultivation, and other similar facilities near Waterford Township Elementary Schools. (See Attachment A-4).
5. **Approve the following policy for the first reading:**
a. Policy # 5117- Interdistrict Public School Choice
6. **Approve the following policy for the second reading:**
n/a
7. **Acknowledge receipt of the following regulations:**
a. Regulation # 5117- Interdistrict Public School Choice

B. PERSONNEL

Upon the recommendations of the Superintendent, a motion was made by Mr. Leach, seconded by Ms. Libak Fanz, and carried by a roll call vote to approve items 1 through 9, replace item 3 and addendum items 10 through 13.

1. **Resignation of Support Staff Member(s):**
Approve the resignation of the following staff member(s):

Name	Location	Position	UPC	Effective Date
Odenbach, Lesly	WES	Paraprofessional	20-50-EX / AKX	12.31.25
Renzulli, Lisa	TR	Paraprofessional	20-45-EX / BAI	11.24.25

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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
Kennedy, Erin	Paraprofessional	20-45-EX / BAI	TR	1	18.88	6	185	1
Rodriguez, Gloryvee	Paraprofessional	20-40-EX / BDK	Atco	1	18.88	4	185	.67

3. Position Change of 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
Wyld, B.	Parapro	20-40-EX / BDK	Atco	1	18.88	4	185	Parapro	20-50-EX / BCY	WES	1	18.88	6	185	1.02.26

4. 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)
Drahos, Elizabeth	Custodian	19.86 / hr.	19.86 / hr.
Drahos, Hope	Custodian	19.86 / hr.	19.86 / hr.

5. 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)	12.15.25	6.30.26	1	\$61,025	1.0

6. Mentorship / LDTC Clinical Practicum:

Approve the mentorship of Chelsea Scanzano, a Stockton University graduate student and LDTC Clinical Practicum student. Ms. Scanzano is currently a Grade 1, In-Class Resource teacher at Atco Elementary and will be mentored during her non-contracted hours by Ms. Beth Friedman. Ms. Friedman currently serves as the district's LDTC.

7. Approve the following policy for the first reading:

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

8. Approve the following policy for the second reading:

n/a

9. Acknowledge receipt of the following regulations:

n/a

10. Retirement of Certified Staff Member:

Approve the retirement of Anna Russomanno, Elementary Education Teacher, with gratitude and appreciation for her years of service to our district, effective July 1, 2026. (UPC:30-45-K1 / ABU)

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

Approve the following staff member to provide services as listed for the Title I After School Learning Academy beginning January 6, 2026 and ending April 30, 2026. Salary is budgeted for and funded by FY26 ESEA Title IA Funds:

Name	Position	Location	No. of Days	Rate / Hr.	Hrs. / Day	Total	Account No.
Anders, E.	Tutor	Atco	48	\$55.00	2	\$5,280.00	20-235-100-101-55-04-040

12. 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
Paraprofessional	Atco	Abolish	20-40-EX / BBM	1.0	11-000-217-106-00-00-040	1.02.26
TOTAL				(1.0)		
Paraprofessional	TR	Create	20-45-EX / BDY	1.0	11-000-217-106-00-00-060	1.02.26
TOTAL				+1.0		

13. 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
Baron, S.	WES	Paraprofessional (BD Room)	20-50-EX / BCY	TR	Paraprofessional (PreK-D)	20-45-EX / BDY	1.02.26
Erasmus, S.	Atco	Paraprofessional (MD Room)	20-40-EX / BBM	Atco	Paraprofessional (Gr. 1 –ICR)	20-40-EX / AXW	1.02.26

C. BUSINESS

Upon the recommendation of the Superintendent, a motion was made by Mr. Leach, seconded by Mr. McClintock, and carried by a roll call vote to approve items 1 through 11 and addendum item 12.

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

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

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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 October 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- \$ 1,822,558.71
- Bills List #2- \$ 8,436.59
- Bills List #3- \$ 38,262.64
- Nutri-Serve- \$ 47,766.16

5. Contracts:

- a. Void Invoices: 5V0062 \$471.94, 5V0094 \$300.00, and 5V0118 \$45.56. These were fees that we noted in student's file, but no disciplinary actions were taken at the time of the event from prior years.

6. Tuition Contracts:**7. Grants:**

Grantor	School	Amount	Staff Member	Purpose	Attachment
H&SA	TR	\$1200	Biggs	Busing for Kindergarten Field Trip	N/A

8. Transportation:**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 #
Holwell, G.	11/19/2025	01/09/2026	Glassboro, NJ	NJSCA Winter Conference	\$119.00	11-000-223-580-58-01-040
Ciavaglia, R.	11/24/2025	01/09/2026	Glassboro, NJ	NJSCA Winter Conference	\$75.00	11-000-223-580-58-06-100
Gibbins, E.	11/19/2025	02/19/2026 02/20/2026	Atlantic City, NJ	2026 NJMEA State Conference	\$103.30	11-000-223-580-58-06-100
Poris, A.	12/05/2025	03/25/2026 03/26/2026 03/27/2026	Atlantic City, NJ	Annual NJ Pupil Transportation Conference	\$500.00	11-000-270-593-58-14-000
Nolan, M.	12/10/2025	01/29/2026	Atlantic City, NJ	TECHSPO '26	\$380.00	11-000-230-580-58-23-000

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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	6:30PM - 9:30PM 1/13/2026, 1/14/2026, 1/15/2026, 1/16/2026, 1/20/2026, 1/21/2026, 1/22/2026, 1/23/2026, 1/27/2026, 1/28/2026, 1/29/2026, 1/30/26	Basketball	\$0
Waterford Township Athletic Association- Atco Ghosts	WES Gymnasium	6:30PM - 10:00PM 2/17/2026, 2/18/2026, 2/19/2026, 2/23/2026, 2/24/2026, 2/25/2026, 2/26/2026, 2/27/2026	Basketball	\$0

11. Business-Related Policies:

a. **Approve the following policies for the first reading:**

1. Policy #6111- Special Education Medicaid Initiative (SEMI) Program
2. Policy #6220- Budget Preparation

b. **Approve the following policies for the second reading:**

n/a

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

1. Regulation #6111- Special Education Medicaid Initiative (SEMI) Program
2. Regulation #6220- Budget Preparation

12. Approval of Expenditures (as per attached):

Approve the payment of bills and claims:

- Bills List #4- \$910.00

D. BYLAWS

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

1. Approve the following policy for the first 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

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-** Ms. Libak Fanz gave an oral report.
- c. **New Jersey School Boards Association-** Dan Hoover- no report.
- d. **Camden County Educational Services Commission-** – Mr. De Vuyst- no report.
- e. **Hammonton—**Ms. Hunter - no report.
- f. **Board President's Report-** Mr. DeNafo gave an oral report. Thanked Daniel Hoover for his time served on the Board of Education.

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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.

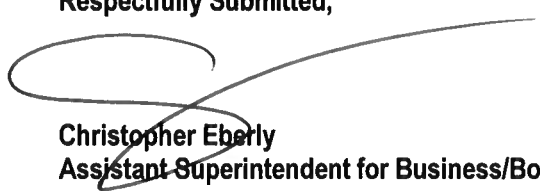
none

B. A motion was made by Mr. Leach, seconded by Ms. Libak Fanz and carried by unanimous voice consent to close the meeting to the public.

XI. MEETING ADJOURNMENT at 7:26 p.m.

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

Respectfully Submitted,



Christopher Eberly
Assistant Superintendent for Business/Board Secretary