

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



**APPROVED**

**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.

**WATERFORD TOWNSHIP BOARD OF EDUCATION**

January 21, 2026

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

**C. Suspension Report:**

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

**WATERFORD TOWNSHIP BOARD OF EDUCATION**  
**January 21, 2026**

**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<br>Adults/Students        | Cost PP                           | Total                                          |
|---------------------------------|---------|-------|-----------------------------|---------------------------------|-----------------------------------|------------------------------------------------|
| Johnson's Farm                  | 5/21/26 | PK    | PK Staff                    | 95/206<br>*31 adults riding bus | \$16                              | Admission: \$4320<br>Transportation: \$1360    |
| Philadelphia Zoo                | 5/6/26  | 1     | Grade 1 Staff, Hall, Kondas | 47/130                          | \$15                              | Admission: \$2460<br>Transportation: \$1716    |
| Franklin Institute              | 4/23/26 | 3     | Grade 3 Staff               | 17/115                          | Students: \$14<br>Adults: \$17    | Admission: \$1899<br>Transportation: \$1170    |
| Citizens Bank Park              | 2/9/26  | 4     | Grade 4 Staff               | 20/105                          | \$5                               | Admission: \$625<br>Transportation: \$882      |
| Lincoln Financial Field         | 4/9/26  | 5     | Grade 5 Staff, Ravenkamp    | 18/114                          | Students: \$20<br>Adults: \$30.67 | Admission: \$2832.06<br>Transportation: \$1245 |
| Six Flags Great Adventure       | 6/2/26  | 6     | Grade 6 Staff               | 29/125                          | \$57.99                           | Admission: \$8898.40<br>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

# WATERFORD TOWNSHIP BOARD OF EDUCATION

January 21, 2026

## 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    |
| Michellini, 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 / BDK | 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        |

**WATERFORD TOWNSHIP BOARD OF EDUCATION**  
**January 21, 2026**

**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<br>TBD* – 10.02.26<br>*Students first day of school | PTO / FMLA / NJFLA<br>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<br>(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/<br>Abolish | UPC            | FTE         | Account Number           | Eff. Date |
|---------------------------------|----------|--------------------|----------------|-------------|--------------------------|-----------|
| Permanent Teacher<br>Substitute | District | Create             | 28-10-S8 / BAH | 1.0         | 11-120-100-101-00-09-000 | 1.20.26   |
| <b>TOTAL</b>                    |          |                    |                | <b>+1.0</b> |                          |           |

**WATERFORD TOWNSHIP BOARD OF EDUCATION**

January 21, 2026

**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 (café) | 17.66 / hr     | 19.42 / hr          |

**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):**

- 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

**WATERFORD TOWNSHIP BOARD OF EDUCATION**  
**January 21, 2026**

**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<br><b>2026 Dates</b><br>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  |

**WATERFORD TOWNSHIP BOARD OF EDUCATION**  
**January 21, 2026**

**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

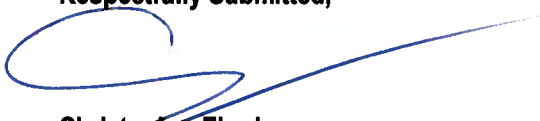
**X. COMMENTS FROM MEMBERS OF THE PUBLIC ON GENERAL TOPICS**

- 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**