

WATERFORD TOWNSHIP BOARD OF EDUCATION

**NOTICE OF MEETING: REGULAR MEETING – January 18, 2017
WATERFORD ELEMENTARY SCHOOL
6:00 P.M. - Closed Session to be followed by
Regular Meeting at 7:30 p.m.**

I. MEETING CALLED TO ORDER _____ (Time)

This meeting was advertised in compliance with the Sunshine Law through the notice issued to the Courier-Post and posted in the following locations: Waterford Township Municipal Building, Waterford Post Office, Waterford Township Public Library, Atco Elementary School, Thomas Richards School and the Waterford Elementary School.

- A. FLAG SALUTE**
- B. ROLL CALL**
- C. MOTION TO APPROVE BUSINESS NOT ANTICIPATED AT THE TIME OF THE AGENDA
PURSUANT TO BOARD POLICY**
- D. MOTION TO APPROVE THE RESOLUTION AUTHORIZING CLOSED SESSION _____**
- E. MOTION TO APPROVE THE RETURN TO OPEN SESSION _____ (Time)**
- F. MISSION STATEMENT – Robert Walsh**

**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, director, or staff member. Such matters should only be brought to the Board after all avenues within the chain of command have been exhausted.

II. SUPERINTENDENT’S REPORT – Acting Superintendent Daniel Fox

The superintendent recommends approval of the following item(s):

- 1. Action Item[s]
 - a. Harassment, Intimidation and Bullying (HIB) Report as presented by the superintendent.
 - b. The Fire/Security Drill Log as follows:

Date	School	Time	Type of Drill	Number of Students	Number of Staff
12/7/16	TR	1:10 p.m.	Fire	218	49
12/15/16	Atco	9:59 a.m.	Active Shooter	200	54

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COMMITTEE REPORTS (Continued)

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12/16/16	TR	11:55 a.m.	Lockdown	188	46
12/19/16	WES	11:00 a.m.	Fire	325	85

2. Information Item[s]
 - a. Monthly District Report – December, 2016, as attached.
 - b. Attached you will find the following:
 - Menu – January, 2017
 - Highlights – January, 2017
 - Enrollment – December, 2016
 - c. Approved announcements as attached:
 - WTH&SA – Joe Corbi’s Fundraiser
 - WTH&SA – Pajama Party Fun Night
 - WTH&SA – 6th Grade Parents – Yearbook
 - WTH&SA – Community Photo Site

III. MOTION TO OPEN THE MEETING TO THE PUBLIC (*Only items pertaining to the agenda*)

IV. MOTION TO CLOSE THE MEETING TO THE PUBLIC

V. MINUTES

1. Closed Session – as redacted - December 19, 2016
2. Special Meeting - December 19, 2016
3. Closed Session – as redacted - December 21, 2016
4. Board Meeting - December 21, 2016

VI. COMMITTEE REPORTS

A. EDUCATION & PUBLIC RELATIONS

1. PROGRAM (2000) –

The superintendent recommends approval of the following item(s):

- a. Action Item[s]
 - (1) A GO MATH articulation meeting with pilot teachers on January 30, 2017 from 4:00 p.m.-5:00 p.m. Maximum participants, depending on how many pilot teachers can attend: 15 x \$25 = \$375. This will be paid out of Curriculum Account #11-000-221-104-01-05.

b. Information Item[s]

2. PUPILS (5000) –

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COMMITTEE REPORTS (Continued)

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The superintendent recommends approval of the following item(s):

a. Action item[s]

- (1) A Tuition Contract Agreement for student #5782758454 with Brookfield Academy from October 17, 2016 through June 30, 2017. This is a state responsible child and the district will be reimbursed.

- School Year Tuition \$289 per diem (152 days)
- Total \$43,928

- (2) A Tuition Contract Agreement for student #3069753325 with the Hammonton Board of Education from September 1, 2016 through June 30, 2017. This is a resource home child and the district will be reimbursed by Middletown School District.

- School Year Tuition \$62.04 per diem (180 days)
- Total \$11,168

- (3) A Tuition Contract Agreement for student #4100616559 with the Deptford Board of Education from September 1, 2016 through June 30, 2017. This is a homeless student from Waterford.

- School Year Tuition \$71.14 per diem (181 days)
- Total \$12,876

- (4) Fundraiser for Jump Rope for Hearts – Waterford Elementary School students will work in conjunction with the American Heart Association to spread awareness about heart health by having students be a part of a community service project. All students will jump rope for heart health during their scheduled physical education class during the week of February 20-24, 2017. Students will collect donations through the webpage and in person, but will not be going door-to-door.

- (5) AM Preschool Class Trip to the Waterford Township Public Library, 2204 Atco Avenue, Atco, on Friday, March 10, 2017. Buses will depart the Thomas Richards School at 9:40 a.m. and return at 11:15 a.m. Bus transportation cost of \$100 will be paid from the Thomas Richards School budget.

- (6) PM Preschool Class Trip to the Waterford Township Public Library, 2204 Atco Avenue, Atco, on Friday, March 10, 2017. Buses will depart the Thomas Richards School at 1:10 p.m. and return at 2:45 p.m. Bus transportation cost of \$100 will be paid from the Thomas Richards School budget.

b. Information Item[s]

- (1) Bucket Filler Family Lunch at the Atco Elementary School will be held on February 1, 2017, 11:30 a.m. – 1:00 p.m.

- (2) Bucket Filler Jamboree at the Atco Elementary School will be held on February 9, 2017. Grade 1: 1:15-2:00 p.m.; Kindergarten: 2:15-3 p.m.

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- (3) Kindergarten Registration Dates for the 2017/2018 school year will be held at the Waterford Elementary School Library on the following dates: March 21st, April 25th, May 23rd, (Tentative evening date of June 8th, 5:00-6:00 p.m. @ Atco School).
- (4) Earth Day Assemblies at the Atco Elementary and Thomas Richards Schools will be held on April 12, 2017 at 10:00 a.m. and 1:30 p.m., respectively.
- (5) Donor's Choose Project, approximately \$700, to fund the purchase of 6 Sphero, SPRK+ robot balls for use initially in math, but then extending into science as we adopt the Next Generation Science Standards and move forward with curriculum revising for 5th grade. Google Computer Science First (a free coding program) has been integrated into math class and the use of the Sphero robot balls would extend what the students are learning through Google CS First into a hands on activity with real time results. (DonorsChoose.org is a United States-based 501(c)(3) nonprofit organization that allows individuals to donate directly to public school classroom projects.)
- (6) Author, Michael Dooling, to visit the Atco Elementary and Thomas Richards Schools on Friday, March 3, 2017. He will have lunch with small groups of students and have two assemblies at Thomas Richards School and one at Atco Elementary. Cost of \$1,500 will be paid under PO #17-0986 and charged to account #7154/11-000-222-610-00-02.
- (7) Tentative Assembly – Performance Team from Movement Lab (American Ninja Warrior Gym) to *tentatively* perform on Friday, February 10, 2017 from 1:30 p.m. - 2:30 p.m. at the Thomas Richards School at a cost of \$210.70.

3. COMMUNITY (9000) –

The superintendent recommends approval of the following item(s):

a. Action Item[s]

b. Information Item[s]

- (1) Action Briefs – December 21, 2016 as attached.

B. BUSINESS

1. FINANCE (6000) –

The superintendent and business administrator recommend approval of the following item(s):

a. Action Item[s]

- (1) Expense Account Adjustment Analysis (Account transfers) as attached.

- (2) Payment of Bills and Claims as attached.

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• Republic NAP Check	\$ 1,500,000.00
• Bank Interest	<u>13,950.00</u>
	\$ 1,513,950.00
• Brown & Connery	\$ 5,175.86
• January, 2017 Bill List	\$ 30,762.03
• January, 2017 Bill List #2	<u>78,512.33</u>
	\$ 109,274.36

- (3) Investment Report as attached.
- (4) Cash Receipts and Disbursements Report in accordance with 18A:17-36 and 18A:17-9 for the month of November, 2016, as attached. The Cash Receipts and Disbursements Report and the Board Secretary's Report are in agreement.
- (5) Report of the Board Secretary in accordance with 18A:17-36 and 18A:17-9 for the month of November, 2016 as attached.
- (6) Student Activity Fund General Ledger as attached.
- (7) Pursuant to N.J.A.C. 6A:23A-16.10(c)4, the Waterford Township Board of Education certifies that as of November 30, 2016 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.
- (8) Nutri-Serve Food Management/Waterford Township School District financial Statement for the month of November, 2016 as attached.

b. Information Item[s]

2. PROPERTY (7000) –

The superintendent and business administrator recommend approval of the following item(s):

a. Action Item[s]

- (1) A contract with GPM Associates (attached) to perform design, bidding and construction phase services in connection with the drilling of a new well at the Waterford Elementary School at a cost of \$19,700.
- (2) A revised Annual Maintenance Budget Amount Worksheet for the 2017/2018 year.

b. Information Item[s]

3. OPERATIONS (8000) –

The superintendent and business administrator recommend approval of the following item(s):

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- a. Action Item[s]
- b. Information Item[s]

C. PERSONNEL

1. ADMINISTRATION (1000) –

The superintendent recommends approval of the following item(s):

- a. Action Item[s]
 - (1) Rich Czyz to attend Techspo17 – Technology Conference for School Leaders in Atlantic City, NJ on January 26-27, 2017. Total cost: \$340.00. (PO #17-0944) See attached.
 - (2) Accepting, with regret, the retirement letter of Rebecca Galati, Assistant Business Administrator, effective June 30, 2017.
- b. Information Item[s]

2. TEACHING STAFF MEMBERS (3000) –

The superintendent recommends approval of the following item(s):

- a. Action Item[s]
 - (1) Travel Expenditure Resolution as attached.
 - (2) Revised job description for School Nurse as attached.
 - (3) The following instructional substitute for the remainder of the 2016/2017 school year pending completion of the necessary paperwork: John Schneider.
 - (4) A resolution approving a Leave of Absence for Employee #4025 effective January 12, 2017 as attached.
 - (5) To approve Katie Fitzpatrick as a Title I After School Supplemental Tutoring Program teacher with a stipend of \$700 upon completion of 14 tutoring classes beginning Thursday, January 19, 2017. This additional teacher is needed due to high enrollment of grade 6 Mathematics students. Stipend is budgeted and provided for by FY2017 ESEA-NCLB Title I current and prior year carryover funds.
- b. Information Item[s]

3. SUPPORT STAFF MEMBERS (4000) –

The superintendent recommends approval of the following item(s):

- a. Action Item[s]
- b. Information Item[s]

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D. POLICY COMMITTEE –

The policy committee recommends approval of the following item(s):

1. Action Item[s]
 - a. The following new/revised policy as attached (second reading):
 - Policy #5850 – Social Events and Class Trips
2. Information Item[s]

E. BYLAWS (0000) –

The board president and vice president recommend approval of the following item(s):

1. Action Item[s]
 - a. Attendance at the NJSBA Leadership Conference on February 4, 2017 in Sewell, NJ, for Kim Hurley, Dan Hoover and Terri Chiddenton at a cost of \$50 each plus mileage.
2. Information Item[s]

F. TECHNOLOGY –

1. Action Item[s]
2. Information Item[s]

G. BUDGET –

The budget committee recommends approval of the following item(s):

1. Action Item[s]
2. Information Item[s]

H. REPORTS

1. Legislation –
2. Camden County School Boards Association –
3. New Jersey School Boards Association –
4. Camden County Educational Services Commission –
5. Hammonton –
6. Board President – *Kim Hurley*

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VII. OLD BUSINESS

- A. Action Item[s]
- B. Information Item[s]
- C. For Discussion

VIII. NEW BUSINESS

- A. Action Item[s]
- B. Information Item[s]
- C. For Discussion

IX. MOTION TO OPEN THE MEETING TO THE PUBLIC

X. MOTION TO CLOSE THE MEETING TO THE PUBLIC

XI. MEETING ADJOURNED _____

Reminder: Deadline for information for the February 15, 2017 board meeting is MONDAY, JANUARY 30, 2017. All information should be submitted in writing.