

# EDGEWATER PARK TOWNSHIP SCHOOL DISTRICT BOARD OF EDUCATION

Monthly Meeting Agenda

Samuel M. Ridgway Middle School

November 25, 2025

6:30 pm

## Vision Statement

A Celebration of Lifelong Learning in a Caring Community

## Mission Statement

The Edgewater Park Township School District is a positive learning community that embraces diversity, promotes tolerance, and models respect. We commit to providing a well-rounded education inclusive of the arts, academics, and social/emotional learning. We instill in our students the knowledge and skills necessary to promote independence, interdependence, and responsibility to themselves and others within the school community. Our students will understand and appreciate learning as a continual, lifelong process, as they develop their talents as global citizens, thus fulfilling both self and societal needs.

### I. MEETING CALLED TO ORDER by Mr. Holley, Board President, at 6:30 pm.

Sunshine Law:

The Edgewater Park Township Board of Education Meeting is called to order. The Board of Education, in compliance with the New Jersey Open Public Meeting Act, caused adequate and electronic notice of this meeting to be provided to The Burlington County Times, the Municipal Clerk of Edgewater Park and to be posted on the District's website and main entrance of Ridgway and Magowan Schools.

### II. PLEDGE OF ALLEGIANCE

### III. ROLL CALL

Mrs. Daly	Ms. Harris	Mr. Holley, President
Ms. Hosein	Mr. Lloyd	Mr. Rebilas, Vice President
Mr. Stephens	Mrs. Torres	Ms. Tucker

### IV. STUDENT LIAISONS TO THE BOARD OF EDUCATION

Mildred Magowan Elementary School - *Lina Bolat*

Samuel M. Ridgway Middle School - *Ryder Cash*

### V. ANNOUNCEMENT OF OFFICIAL RESULTS OF ANNUAL SCHOOL BOARD ELECTION

Full 3-year term

Karen McLaughlin	2,113
Colleen Torres	2,102
Shania Hosein	1,916

### VI. PRESENTATIONS

A. Superintendent's Information Report - *Dr. Pamela Nathan*

B. PreK Expansion Operational Plan and Projected Enrollment  
for 2026-2027 - *Dr. Nicole Inverso*

1. Motion to approve: Preschool Expansion Aid (PEA) Plan
2. Approval to submit: PEA Preschool Operation Plan and  
Projected Enrollment for 26-27 school year.

*Attachment VI-B-1*  
*Attachment VI-B-2*

**VII. APPROVAL OF MINUTES**

- A. Minutes of the October 14, 2025 Regular Meeting

*Attachment VII-A*

**VIII. RECOGNITION OF VISITORS/PUBLIC COMMENT**

When Addressing the Board of Education, please respect the following procedure:

1. Be recognized by the Board President;
2. State your full name and address before commenting. Address and identify the specific topics on which you will be commenting;
3. Your time for commenting is limited to three (3) minutes.

Complaints stated, or actions requested by the public, will be taken under advisement by the Board for investigation, discussion and action or disposition, at a later date/time. Please be aware that all board employees retain the right of privacy and shall retain all rights against defamation and slander according to the laws of New Jersey. The Board shall not be held liable for comments made by members of the public.

**IX. TOWN COUNCIL LIAISON TO THE BOARD OF EDUCATION - *Mayor Jeff Daloisio***

**X. COMMITTEE REPORTS**

- A. HUMAN RESOURCES - *Mrs. Daly*
- B. OPERATIONS - *Mr. Holley*
- C. CURRICULUM/TECHNOLOGY - *Ms. Tucker*
- D. GOVERNANCE - *Mr. Holley*

Approve First (1st) Reading of the Following Policies:

**Policy Alert No. 236 - Freedom to Read Act**

*Attachment X-D*

P&R 2530	Resource Material
P&R 2535	Library Material
P&R 9130	Public Complaints

- E. BURLINGTON CITY DELEGATE - *Mrs. Daly*
- F. NJSBA/LEGISLATIVE DELEGATE - *Mr. Holley*

**XI. SUPERINTENDENT'S REPORT**

A. PERSONNEL:

1. Teacher Substitutes - Motion to approve:
  - a. Edgewater Park Twp Substitute List
  - b. Corey Davis
2. Resignations - Motion to approve:
  - a. **Beverly Mitchell** - Lunch Assistant, Magowan School.  
Effective 10/15/25

*Attachment XI-A-1-a*

*Attachment XI-A-2-a*

- b. **Erin Hagney** - Teacher, Magowan School. *Attachment XI-A-2-b*  
Effective 12/31/25
- c. **Henry Lagman** - Teacher, Magowan School *Attachment XI-A-2-c*  
Effective 1/19/26

3. Salary Change - Motion to approve:
- a. **Christian Paylor** - Increase in salary due to Certification of Boiler Operator's License. Salary: \$44,500.00 (prorated), effective 8/1/2025.

4. Paid/Unpaid Leave of Absence - Motion to Approve: *Attachment XI-A-4*

Employee Number	Employee Leave Dates	Sick, Personal, Vacation, Birthday	Federal Family Medical Leave	NJ Medical Leave Act	Unpaid Leave	Return to Work
16766974	9/16/2025 - 12/5/2025	22	35			12/8/2025
95673828	4/13/2026 - 6/30/2026	3	44			9/8/2026
<b>72858087</b>	<b>3/27/26 - 9/30/2026</b>	<b>TBD</b>	<b>TBD</b>	<b>TBD</b>		<b>10/1/2026</b>

5. Additional Hours - Motion to approve:
- a. **Cindy Treadway** - in district to work with Palak Joshi at the per diem rate of \$212.00 for a total of \$212.00.
- b. **Vanessa Martinelli** - Family English Language Lessons at the rate of \$55.00 per hour, not to exceed 12 hours for a total of \$660.00. Funded out of Title III Immigrant.
- c. **Shelby Mueller** - Family English Language Lessons at the rate of \$55.00 per hour, not to exceed 12 hours for a total of \$660.00. Funded out of Title III Immigrant.
- d. **Jenna Frenzel** - Family English Language Lessons at the rate of \$55.00 per hour, not to exceed 12 hours for a total of \$660.00. Funded out of Title III Immigrant.
- e. **Eileen Stachowski** - Classroom setup at the rate of \$55.00 per hour, not to exceed 6 hours for a total of \$330.00.
- f. **Megan Rodrigues** - *PreK Parent event at the rate of \$55.00 per hour, for a total of \$55.00.*
6. Mentor (for newly hired teacher) - Motion to approve:
- a. **Christine Hoover** - to mentor Jennifer Giannino at Magowan; \$550.00 to be paid by Jennifer Giannino per EPEA Agreement.

7. Job Abandonment - Motion to approve:
  - a. **Isil Demir** - Classroom Assistant, Magowan School; Effective 9/1/25.
8. Reimbursement - Motion to approve:
  - a. **Alyson Karpovich** - NJ Art Certification fee, \$1,115.00
9. Honorarium - Motion to approve:

Magowan	I&RS	\$1,393.00	Kaitlyn Roberts
---------	------	------------	-----------------

10. Student Teaching / Clinical Internship - Motion to approve:

<u>Student</u>	<u>School</u>	<u>Dates</u>	<u>Teacher(s)</u>
<b>Nijgera Conway</b>	Grand Canyon University	January 22, 2026 - May 6, 2026 (70 full time days)	Jordan Fink
<b>Eliana Tietz</b>	The College of New Jersey	January 26, 2026 - May 15, 2026 (120 hours)	Kathy McKone

- B. TUITION REIMBURSEMENT - Based on Rutgers graduate credit \$902.00 - Motion to approve:

1. **Melissa McCloskey**- 3 graduate credits: Louisiana State University “Introduction to Graduate Research” at \$374.00 per credit; Fall 2025.  
Allowable reimbursement: 3 x \$374.00 = **\$1,122.00.**

- C. MOVEMENT ON GUIDE  
N/A

- D. CURRICULUM - Motion to approve:

1. Approval of Dr. Charlene Marchese, Marchese Math Consulting, to provide Professional Development to Administration and Teachers in Mathematics for 4 sessions at \$1800 per session, at the cost of \$7,200 paid through Title IIA funds.
2. Approval of Emily Creveling, Monmouth-Ocean Educational Services Commission to provide Professional Development to Administration for Literacy training on November 4, 2025 at the cost of \$1,500 paid through Title IIA funds.

- E. NOVEMBER HIB REPORT:

<i>SCHOOL</i>	<i>NUMBER OF HIB REPORTS</i>	<i>NUMBER OF CONFIRMED HIB INCIDENTS</i>
<b>Magowan</b>	<b>1</b>	<b>0</b>
<b>Ridgway</b>	<b>0</b>	<b>0</b>

F. OCTOBER HIB REPORT FOR APPROVAL:

<i><b>SCHOOL</b></i>	<i><b>NUMBER OF HIB REPORTS</b></i>	<i><b>NUMBER OF CONFIRMED HIB INCIDENTS</b></i>
<i><b>Magowan</b></i>	<i><b>0</b></i>	<i><b>0</b></i>
<i><b>Ridgway</b></i>	<i><b>1</b></i>	<i><b>0</b></i>

G. MISCELLANEOUS:

1. Approval to accept the donation of new winter coats, donated by Tabernacle Baptist Church, Burlington NJ.
2. Approval to accept the donation of four (4) cubicle work stations from Powerhouse Equipment & Engineering Co., Inc in Delanco, NJ.
3. Approval of Ridgway Middle School and Magowan Elementary School CAP (Chronic Absenteeism Data) Report. *Attachment XI-G-3*
4. Approval for alternate Evaluation Action Research Module Rubric.
5. Semi-Annual School Bus Emergency Evacuation Drill Reports *Attachment XI-G-5*
6. Approval of the School Safety and Emergency Plan

H. ENROLLMENT:

**NOVEMBER ENROLLMENT 2025-2026**

Magowan	General Ed: 469 (0)	Special Ed: 120 (-1)	589 (-1)
Ridgway	General Ed: 309 (+4 )	Special Ed: 60 (-1 )	369 (+3)
Burlington City HS	General Ed: 157 (+2)	Special Ed: 36 (0)	193 (+2)
BCIT	Westampton: 189 (+1)	Medford Campus: 8 (0)	197 (+1)
Special Services	12 (+1)		
Bancroft Neurohealth	4 (0)		
Benjamin Bannecker Prep	3 (0)		
Brookfield Academy	1 (0)		
Cinnaminson Twp.	0 (0)		
Garfield Park Academy	3 (0)		
Hampton Academy	3 (0)		
Mary Dobbins School	0 (0)		
Matheny Medical & Educational Center	0 (0)		
Mercer Special Services	1 (0)		
NJDCF	1 (0)		
Rancocas Valley Regional HS	0 (0)		

Riverside Twp.	0 (0)		
Y.A.L.E.	3 (0)		
		<b>Total Special Needs Placements:</b>	31 (+1)
		<b>Total Enrollment:</b>	1379 (+6)

I. CORRESPONDENCE:

N/A

J. Homebound Instruction - Motion to approve:

*For the following student:*

*a. Student # 8055025624 -11/21/25 - TBD; Learnwell Education to supply Bedside Instruction services.*

**XII. SECRETARY'S REPORT**

A. FINANCIAL REPORTS:

1. TRANSFER OF FUNDS - Motion to:

*Attachment XII-A-1-a*

- a) Adopt resolution for the transfer of funds for October 2025 to cover deficit balances in accounts.

2. BOARD SECRETARY'S REPORT - Motion to approve:

*Attachment XII-A-2-a*

- a) Pursuant to N.J.A.C. 6A:23A-16.10 (c) 3, I certify that as of October 31, 2025 no budgetary line item account has obligations and payments (contractual orders) which in total exceed the amount appropriated by the Edgewater Park Board of Education pursuant to N.J.S.A. 18A:22-8.1 and N.J.S.A. 18A:22-8.2 and no budgetary line item account has been over-expended in violation of N.J.A.C. 6:23-2.12 (a) 1.

\_\_\_\_\_  
Nancy Lane, School Business Administrator/Board Sec.

\_\_\_\_\_  
Date

3. TREASURER'S REPORT - Motion to approve:

The October 31, 2025 Report of the Treasurer of School Funds.

*Attachment XII-A-3*

4. CERTIFICATION OF THE TREASURER/BUSINESS ADMINISTRATOR'S REPORTS -

Motion to:

Recommend that the Board of Education certify that as of this date and after review of the secretary's monthly financial report for October 2025 (appropriations section), and upon consultation with the appropriate district officials, to the best of our knowledge, no major fund balance has been overspent in violation of N.J.A.C. 6A:23A-16.10(c)3 and 4, and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.

5. Approval of Bills - Motion to:

*Attachment XII-A-5*

Approve bills as presented for the month of November 2025: \$2,419,416.60

**PAYROLL FIGURES  
OCTOBER/NOVEMBER**

	<b>10/31/2025</b>	<b>11/14/2025</b>	<b>Total</b>
<b>PAYROLL</b>	\$584,830.66	\$600,051.39	\$1,184,882.05
<b>DCRP BOARD SHARE</b>	\$1,323.91	\$1,323.91	\$2,647.82
<b>FICA BOARD SHARE</b>	\$9,813.36	\$10,404.72	\$20,218.08
<b>FICA STATE SHARE</b>	\$32,481.87	\$33,043.20	\$65,525.07
<b>MEDICAL RX DENTAL AND VISION November 2025</b>			\$382,191.63
<b>TOTAL</b>			<b>\$1,655,464.65</b>

**B. INFORMATION**

These are the RFQs received for Professional Services on November 14, 2025.

**Companies listed in bold indicate our current list of professionals.**

Auditor:

**Bowman & Company LLP** - Fee based on hourly rates and service (\$85-\$330). Cost not to exceed \$59,950.00.

- Holt McNally & Associates – Fee based on hourly rates and service (\$75-\$275). Cost not to exceed \$43,000.00. “The above fee assumes that unexpected circumstances will not be encountered during the audit.

Solicitor:

**Parker McCay** - Fee based on associate hourly rate and service (\$100 - \$195)

- Gorman D’Anella & Morlok – Fee based on associate hourly rate of \$180 for all attorneys.
- Capehart & Scatchard, P.A. – Fee based on associate hourly rate listed as: \$185 for shareholders, \$175 for associates and \$100 for paralegals.
- Cleary Giacobbe Alfieri Jacobs LLC – Fee based on associate hourly rate listed as: \$185 for all attorneys, \$95 for paralegals/law clerks.

Bond Counsel:

**Parker McCay** - Fee based on amount of Bond and associate hourly rate \$100-\$335 per hour

Insurance, Risk Management:

**Haines & Haines – T.C. Irons Insurance Agency** - Commission based on annual premium

Insurance, Health Benefit:

**Brown & Brown Benefit Advisors** - Commission based on annual premium

- Centric Benefits Consulting – Commission based on annual premium

Engineer:

LAN Associates - Fee based on job specifications as well as hourly rate of associate and service (\$45 - \$225)

Architect of Record:

**Regan Young England Butera** - Fee based on job specifications as well as hourly rate of associate (\$100 - \$200)

- LAN Associates - Fee based on job specifications as well as hourly rate of associate and service (\$45 - 225)
- EI Associates – Submitted a brochure but not a bid packet.

School Physician:

**Dr. Bruneau**

\$9,600 for school physician services as well as additional 3-day onsite sports physicals

C. TRAVEL EXPENSE REIMBURSEMENT REPORT:

Staff	Wkshp/Event	Date(s)	Provider/Location	Total Cost
Jennifer Carl	TechSpo 2026	1/29/26	NJASA, Harrah's Atlantic City NJ	\$380.00
Alexis Drummond	TechSpo 2026	1/28/26 - 1/30/26	NJASA, Harrah's Atlantic City NJ	\$610.00
Florencia Girman	TechSpo 2026	1/28/26 - 1/30/26	NJASA, Harrah's Atlantic City NJ	\$610.00
Florencia Girman	OnCourse User Group Meetup	11/19/25	OnCourse, Absegami High School, Galloway NJ	\$0.00
Jennifer Henson	TechSpo 2026	1/29/26	NJASA, Harrah's Atlantic City NJ	\$380.00
Nicole Inverso Vogt	TechSpo 2026	1/28/26 - 1/30/26	NJASA, Harrah's Atlantic City NJ	\$610.00
Pamela Nathan	TechSpo 2026	1/28/26 - 1/30/26	NJASA, Harrah's Atlantic City NJ	\$610.00
Kelly Wilcox	OnCourse User Group Meetup	11/19/25	OnCourse, Absegami High School, Galloway NJ	\$0.00

D. NUTRI-SERVE FOOD MANAGEMENT - Financial Statement:

October 1, 2025 - October 31, 2025

***Attachment XII-D***

E. FIELD TRIPS FOR APPROVAL:

1. Ridgway 7th Grade Students  
Medieval Times  
March 20, 2026  
9:00 am - 2:30 pm  
Cost to Board for transportation: None



2. Ridgway 8th Grade Students  
Municipal Center Courtroom Edgewater Park  
Walking Trip  
November 21, 2025  
Time: 9:00 am - 1:00 pm  
Cost to Board: None
3. Ridgway 6th Grade Students  
YMCA Medford  
April 17, 2026  
Time: 8:00 am - 8:00 pm  
Cost to Board: None

F. BUILDING USE FOR APPROVAL:

1. Magowan / Jacques PD Presentation - Jamie Reuter  
Jacques Gym  
Tuesday, 11/4/25  
8:20 am - 3:20 pm  
Admission: None  
Cost to Board: None
2. Magowan Preschool - Study Celebration  
Gym or Classroom (TBD)  
Wednesday, 12/3/25  
1:00 pm - 3:00 pm  
Admission: None  
Cost to Board: None
3. Magowan Kindergarten - Pajama Night  
Magowan Cafeteria  
Thursday, 5/7/26  
5:00 pm - 8:00 pm  
Admission: None  
Cost to Board: None
4. Magowan 1st and 2nd Grade - Pajama Night  
Magowan Cafeteria  
Thursday, 2/26/26  
5:00 pm - 8:00 pm  
Admission: None  
Cost to Board: None
5. Magowan Holiday Shop Set Up  
Magowan Gym  
Sunday, 12/7/25  
10:00 am - 6:00 pm  
Admission: None  
Cost to Board: None
6. Magowan Pre-K Students / Family - Fun and Fitness  
Magowan Gym

Thursday, 4/16/26  
3:00 pm - 9:00 pm  
Admission: None  
Cost to Board: None

7. EPAA Basketball - Registration

Ridgway Gym  
Thursday, 11/13/25  
7:00 pm - 9:00 pm  
Admission: None  
Cost to Board: None

8. Edgewater Park Athletic Association - Basketball

Ridgway Gym  
Monday through Friday, 11/17/25 - 4/1/26  
6:30 pm - 9:45 pm  
Admission: None  
Cost to Board: None

9. Edgewater Park Athletic Association - Basketball

Magowan Gym  
Monday through Friday, November 2025 - 4/1/26  
6:30 pm - 9:00 pm  
Admission: None  
Cost to Board: None

10. Edgewater Park Athletic Association - After School Karate

Magowan Auditorium/Gym  
Thursdays, 11/20/25 - 6/11/26  
3:00 pm - 3:45 pm  
Admission: None  
Cost to Board: None

11. Edgewater Park Athletic Association - Karate Presentation

Ridgway Gym/Cafeteria Stage  
Saturday, 12/6/25  
9:00 am - 1:00 pm  
Admission: None  
Cost to Board: None

12. Magowan PreK Fashion Show

Magowan Cafeteria  
Tuesday, 2/3/26  
6:00 pm - 7:30 pm  
Admission: None  
Cost to Board: None

13. Ridgway Middle School - NJHS Induction

Ridgway Cafeteria  
Thursday, 3/19/26  
5:30 pm - 7:30 pm

Admission: None  
Cost to Board: None

- G. Approval of Newborn Nurses to provide 1:1 Nurses for Student #6221052023 to ride the bus to and from BCSSSD for the 2025-2026 school year, commencing 11/10/25. This service is provided for 4 hrs per day, at the rate of \$75.00 per hour.
- H. Authorization to award Contracts up to Bid Threshold: \$53,000, Quote Threshold: \$7,950, as per Local Finance Notice 2025-08/N.J.S.A. 40A:11-3(c) and 8A:18A-3(b).
- I. Approval of Parent Transportation Contract - for student #4718709978 and student #9651493780 in the amount of \$3,000.00. Students are being transported to Burlington County Special Services School District commencing July 1, 2025.
- J. Approval of rates and services for evaluation services as provided by Dr. Hewitt, Hewitt Psychiatric, PC for the 2025-2026 school year. *Attachment XII-J*
- K. Approval of M1 and Comprehensive Maintenance Plan for FY27. *Attachment XII-K*  
This plan consists of daily maintenance items, capital projects, as well as items to be addressed during summer break.
- L. Approval of the Edgewater Park Twp Public School District 2025 Standard Operating Procedures Manual. *Attachment XII-L*
- M. Approval of the Edgewater Park Twp Public School District 2025 Purchasing Manual. *Attachment XII-M*

### **XIII. SOLICITOR'S REPORT**

### **XIV. UNFINISHED BUSINESS**

- 1. Discussion 2025-2026 District, Board, and Superintendent Goals *Attachment XIV-1*

### **XV. NEW BUSINESS**

Board Committees for 2026 - send your preference of the committee(s) you'd like to be a part of to Ms. Lane.

### **XVI. EXECUTIVE SESSION\***

On a motion by \_\_\_\_\_, seconded by \_\_\_\_\_, the Board moved to Executive Session at \_\_\_\_\_ for approximately \_\_\_\_\_ minutes. The Board will reconvene in open public session immediately following the executive session. The Open Public Meetings Act allows the Board to enter into Executive Session for confidential matters (N.J.S.A.10:4-12b). Matters discussed in Executive Session will remain confidential until such time the need for confidentiality no longer exists. **RESOLVED**, that pursuant to Section 8 of the Open Public Meeting Act, the public shall be excluded from that portion of the meeting involving personnel, legal, student, and negotiations matters. **FURTHER RESOLVED**, that the discussion of subject matter in Executive Session can be disclosed to the public upon official action of the Board of Education.

\*The Board of Education reserves the right, if necessary and deemed appropriate, to enter into an Executive Session at any time during the regular meeting.

**XVII. GOOD OF THE ORDER**

**XVIII. ADJOURNMENT - Motion to adjourn**