

**Minutes**  
**July 26, 2023**  
**Swedesboro-Woolwich Board of Education**  
*"A Community dedicated to inspiring life-long learners"*  
**Gov. Charles Stratton School**  
**15 Fredrick Boulevard**  
**Woolwich Township, NJ 08085**  
**6:00 Executive Session**  
**Regular Session to Follow**

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**1. Opening**

A. Call to Order

**Open Public Meeting Act.** *Adequate notice of this meeting of the board of education of the Swedesboro-Woolwich School District has been provided in accordance with the certification of notice by the secretary of the board, which shall become part of the minutes of this meeting.*

B. Roll Call

<input checked="" type="checkbox"/>	Gina Azzari, School Board President	All Committees
	Natalie Baker, School Board Vice President	(Chair) Curriculum, (Chair) Negotiations, Personnel/Finance Committees
<input checked="" type="checkbox"/>	Julie Dickson	(Chair) Operations Committee
	Tamara McGovern	Curriculum Committee
<input checked="" type="checkbox"/>	Vivian Lane	(Chair) Personnel/Finance, Negotiations Committees
<input checked="" type="checkbox"/>	Erin Carroll	Operations Committee
<input checked="" type="checkbox"/>	Kathryn Beaver	Curriculum Committee
<input checked="" type="checkbox"/>	Laurie Cecala-Read	Operations Committee
<input checked="" type="checkbox"/>	Marie Barbara	Personnel/Finance, Negotiations Committees

Quorum: 7-2/6:01 pm

Other's Present:

Dr. Walter Kappeler, Superintendent of Schools  
Mr. Robert Miles, School Business Administrator, Board Secretary  
Mr. Joel Brown, Chief Information Officer  
Ms. Christina Panebianco, Assistant Board Secretary



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- 1) Recommendation: Cecala-Read/Barbara approve to enter into **Executive Session** for the purpose of discussing/reviewing items as noted above.  
Board action needed: Yes Time: 6:03 pm  
(All yes, motion to carry 7-0)
  
- 2) Recommendation: Cecala-Read/Dickson approve to return to **Regular Session**.  
Board action needed: Yes Time: 6:22 pm  
(All yes, motion to carry 7-0)

C. Flag Salute

D. Adoption of Agenda

Recommendation: Cecal-Rad/Dickson approve the adoption of the agenda, as amended, **as presented**. (*Virtual or Remote Instruction Plan for the 2023-2024 school year is being added to Curriculum*)

Board action needed: Yes  
(All yes, motion to carry 7-0)

E. Approval of Minutes

Recommendation: Cecala-Read/Lane approve the regular and executive session minutes dated **June 14, 2023, as submitted**.

Board action needed: Yes  
(Motion to carry 6-0-1- Azzari abstained)

## 2. Communication

A. Superintendent

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1) Superintendent Updates

- Thank to all of our team members working over the summer
- Replacement of Hill & Stratton Gym floors on track to be completed by the start of school
- No mercury reported in the Hill sub floor
- Harker & Stratton Solar Fields are being installed
- Woolwich Police Department completing safety drills at the Hill school
- Welcome Rob as our new Business Administrator

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- Shout out to our Curriculum Team in presenting to our K-2 teachers with new curriculum options
- Remote Learning Plan for the 2023-2024 school year on the agenda for approval
- Superintendent Search

**Public Comments/Visitors- None to Report**

**3. Action Items**

**Personnel/Finance/Negotiations Committee**

**Personnel & Finance Committee Meeting Report, (Chairperson) Vivian Lane**

**Negotiations Committee Meeting Report, (Chairperson) Natalie Baker**

- Resignations
- New start date for Hill Principal

*Upon the recommendation of the Superintendent the following Personnel Matters are presented for Board Approval:*

**A. Personnel- Recommendation:** Beaver/Barbara approve the following personnel items, as listed:

<b>Name</b>	<b>Position/ Cert</b>	<b>Salary</b>	<b>Budget Acct #</b>	<b>Action</b>	<b>Effective Date</b>
1- Kari Foote	School Psychologist	-	-	Resignation	On or before September 14, 2023
2- Nicole White	Teacher	-	-	Resignation	On or before September 12, 2023
3- Kimberly Bohanon	Teacher	-	-	Resignation	On or before September 5, 2023
4- Dr. Walter Kappeler	Superintendent	-	-	Resignation	November 15, 2023
5- Andrea Santos	Guidance Counsellor	Step 1/MA \$55,134	11-000-218-104-000-00-080	New Hire- 1 Year Contract	September 1, 2023- pending completion of All State required paperwork
6- Alecia Larmond	LPC	\$14.13/hour	60-910-310-100-000-00	New Hire	September 6, 2023- pending completion of ALL state required paperwork
7- Brad Gilmore	Teacher	Step 1/MA \$55,134	11-130-100-101-000-00-060	New Hire- 1 Year Contract	September 1, 2023- pending completion of ALL state required paperwork
8- Madison Roberts	LTS	\$125/day for the first 20 days and \$200/day for 21+	11-130-100-101-000-00-060	New Hire- LTS for Staff ID #4786	On or around October 1, 2023-April 2, 2023 pending completion of ALL state required paperwork
9- Barry Mesmer	LPC	\$14.13/hour	60-910-310-100-000-00	Renewal	2023-2024 School Year

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10- Latanya Clarke	LPC	\$14.13/hour	60-910-310-100-000-00	Renewal	2023-2024 School Year
11- Diana Sanes	LPC	\$14.13/hour	60-910-310-100-000-00	Renewal	2023-2024 School Year
12- Lori Anne Belluscio	LPC	\$14.13/hour	60-910-310-100-000-00	Renewal	2023-2024 School Year
13- Brianna Neuman	LPC	\$14.13/hour	60-910-310-100-000-00	Renewal	2023-2024 School Year
14- Safaa Elmahboub	LPC	\$14.13/hour	60-910-310-100-000-00	Renewal	2023-2024 School Year
15- Lee Russo	LPC	\$14.13/hour	60-910-310-100-000-00	Renewal	2023-2024 School Year
16- Zineb Hnini	LPC	\$14.13/hour	60-910-310-100-000-00	Renewal	2023-2024 School Year
17- Jennifer Hammad	LPC	\$14.13/hour	60-910-310-100-000-00	Renewal	2023-2024 School Year
18- Maria Palmaccio	LPC	\$14.13/hour	60-910-310-100-000-00	Renewal	2023-2024 School Year
19- Kelley Weick	LPC	\$14.13/hour	60-910-310-100-000-00	Renewal	2023-2024 School Year
20- Jennifer Cardamone	LPC	\$14.13/hour	60-910-310-100-000-00	Renewal	2023-2024 School Year
21- Ritika Vinayak	LPC	\$14.13/hour	60-910-310-100-000-00	Renewal	2023-2024 School Year
22- Donna Bentacur	LPC	\$14.13/hour	60-910-310-100-000-00	Renewal	2023-2024 School Year
23- Lynda Lobascio	LPC	\$14.13/hour	60-910-310-100-000-00	Renewal	2023-2024 School Year
24- Tanis Coley	LPC	\$14.13/hour	60-910-310-100-000-00	Renewal	2023-2024 School Year
25- Nicole Higginbotham	LPC	\$14.13/hour	60-910-310-100-000-00	Renewal	2023-2024 School Year
26- Crystal Green	LPC	\$14.13/hour	60-910-310-100-000-00	Renewal	2023-2024 School Year
27- Eve Persichetti	LPC	\$14.13/hour	60-910-310-100-000-00	Renewal	2023-2024 School Year

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28- Marsha Snajkowski	LPC	\$14.13/hour	60-910-310-100-000-00	Renewal	2023-2024 School Year
29- Staff ID # 4758	Teacher	-	-	Extension in Maternity Leave	2023-2024 School Year
30- Matthew Kelly	Hill Principal	-	-	Start date change	August 1, 2023 from August 15, 2023
31- Thomas Cerone	Teacher	MA+30/ \$71,184.00	11-213-100-101-000-00-060	Lane Change	September 1, 2023

**B. Stipends- Recommendation:** Approve the following stipends for the 2022-2023 school year, as listed (TABLED)

Name	School	Stipend Position	Amount
1- Clifford School	Clifford	<a href="#">Stipend Positions</a> for the 2023-2024 School year	See attached
2- Stratton School	Stratton	<a href="#">Stipend Positions</a> for the 2023-2024 School year	See attached
3- Harker School	Harker	<a href="#">Stipend Positions</a> for the 2023-2024 School year	See attached
4- Hill School	Hill	<a href="#">Stipend Positions</a> for the 2023-2024 School year	See attached

**C. Workshops- Recommendation:** Beaver/Barbara approve the following workshops, as listed:

Name	Workshop	Date & Time	Cost	Estimated Travel Cost
1- Rachel Ryman	Handle with Care Annual Trainer Recertification	October 6, 2023 9am-5pm	\$525/person	\$0
2- Lorraine Campbell	HIB Law Update: Back to School Edition	August 17, 2023/9:00 am-3:00 pm	\$0- Star Advantage with NJPSA Membership	\$0
3- Lorraine Campbell	2023 NJPSA/FEA/NJASCD Fall Conference- Making Excellence Happen	October 11, 2023	\$198	\$0
4- Jeni Boston, Lorraine Campbell, Jennifer Garcia-Griffin, Jackie Traini & <b>Matthew Kelly</b>	Model School Conference 2024	June 23-25, 2024	\$695/person	No to exceed \$3000/person

**D. Recommendation:** Beaver/Barbara approve the [Board Secretary's Report](#) in accordance with 18A: 17-36 and 18A: 17-9 for the month of **May 2023**. The Board Secretary certifies that no line item account has been over expended in violation of N.J.A.C. 6A: 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, and

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Approve the [Reconciliation Report](#) in accordance with 18A:17-36 and 18A:17-9 for the month of **May 2023**. The Reconciliation Report and Board Secretary's Report are in agreement for the month of **May 2023**.

Whereas, the Board Secretary in accordance with N.J.A.C. 6A:23A-16.10(c) 2 certifies that there are no changes in revenue amounts or revenue sources, and

Whereas, the Board of Education certifies- pursuant to N.J.A.C. 6A:23A-16.10 (c) 4 that after review of the secretary's monthly financial report (appropriations section) and upon consultation with the appropriate district officials, that to the best of our knowledge no major account or fund has been over expended in violation of N.J.A.C 6A: 23A-16.10 (b) and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.

E. Regular, Payroll, Cafeteria & Addendum Bills

Recommendation: Beaver/Barbara approve for payment of **June 2023** regular and addendum bills in the amount of **\$661,849.18** and payment **July 2023** regular and addendum bills in the amount of **\$1,379,293.21** and **June 2023** payroll in the amount of **\$1,543,033.84, as submitted.**

F. Recommendation: Beaver/Barbara approve the Line-Item Transfer for **June 2023** in the amount of **\$1,468,030.57, as submitted.**

G. Recommendation: Beaver/Barbara approve the Vacation Day Buy Out for the following administrators, as per contract:

- Jeni Boston- 3 days
- Joel Brown- 6 days
- Lorraine Campbell- 6 days
- Leigh Donato- 6 days
- Jamie Flick- 6 days
- Jennifer Garcia-Griffin- 6 days
- Carolynne Sandy- 6 days
- Jackie Traini- 6 days
- Heather Worrell- 6 days

H. Recommendation: Beaver/Barbara approve the following per pupil tuition rates for the 2023-2024 school year, as listed:

- Prek-K           \$15,079
- 1<sup>st</sup>-5<sup>th</sup>           \$16,805
- 6<sup>th</sup>               \$17,731
- Disability       \$22,607

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I. Recommendation: Beaver/Barbara approve the submission of the IDEA Grant Application for the 2023-2024 school year:

- Basic \$350,932
- PreK \$ 19,489

J. Recommendation: Beaver/Barbara approve Mrs. Leigh Donato, retiring July 2023, to be paid for unused sick time not to exceed \$15,000, as per contract.

K. Recommendation: Beaver/Barbara approve all Harker LPC's for two hours of training prior to the start of the school year, at the rate of \$14.13/hour.

L. Recommendation: Beaver/Barbara approve the Addendum to the 2019-2024 SWEA Contract, **as submitted**.

M. Recommendation: Approve the **ESS Salary Guide** for the 2023-2024 school year from ESS, as submitted.

Board action needed: Yes (Roll Call Required)

(Motion carries 7-0 A-D, F-L: 6-0-1 for E Azzari abstained: 6-0-1 for M Dickson abstained)

Natalie Baker

Tamara McGovern

Vivian Lane-Y

Erin Carroll-Y

Kathryn Beaver-Y

Laurie Cecala-Read-Y

Marie Barbara-Y

Julie Dickson- Abstain from M; Yes, for A-L

Gina Azzari- Abstain from L; Yes, for A-D, F-M

**Curriculum, Policy, Community Relations Committee**

**Committee Meeting Report, (Chairperson) Natalie Baker**

- *Policy Review*
- *Administration Retreat Update*

A. Recommendation: Barbara/Cecala-Read approve **HIB**, **as submitted**.

B. Recommendation: Barbara/Cecala-Read approve the following Choice Students for the 2023-2024 school year:

- R.C. #31107- South Harrison Twp School
- N.G #30119- South Harrison Twp School



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C. Recommendation: Barbara/Cecala-Read approve the **Student Internship Agreement** between the Swedesboro-Woolwich School District and Rowan University for the 2023-2024 school year, **as submitted**.

D. Recommendation: Barbara/Cecala-Read approve the following **Handle with Care Training/Retraining** for Summer 2023, \$25/hour for paraprofessionals/aide and \$38/hour for teacher/nurse, as per contract, **as submitted**.

E. Recommendation: Barbara/Cecala-Read approve the following **staff members** to work on summer curriculum updates, \$25/hour for paraprofessionals/aides and \$38/hour for teachers, as per contract, **as submitted**.

F. Recommendation: Barbara/Cecala-Read approve the following Summer 2023 clubs, at the \$38/hour contracted rate:

Teacher (s)	School/Grades	Club Name	Dates
1- Amber LaVoie	1 <sup>st</sup> Grade	Adventure Summer Club	July 31-August 17, 2023/Monday-Thursday 9- 11:15 am

G. Recommendation: Barbara/Cecala-Read approve the following policies for 1<sup>st</sup> Reading, **as submitted**:  
 • **Policy 2419** School Threat Assessment Team (New) Mandated

H. Recommendation: Barbara/Cecala-Read approve the following policies for 2<sup>nd</sup> Reading, **as submitted**:  
 • **Policy 8550** Unpaid Meal Charges/Outstanding Food Services Charge

I. Recommendation: Barbara/Cecala-Read Approve the **Virtual or Remote Instruction Plan for the 2023-2024** school year, **as submitted**.

Board action needed: Yes (Roll Call Required)  
(All yes, motion to carry 7-0)

Natalie Baker	Julie Dickson-Y	Tamara McGovern
Vivian Lane-Y	Erin Carroll-Y	Kathryn Beaver-Y
Laurie Cecala-Read-Y	Marie Barbara-Y	Gina Azzari-Y

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**Operations**

**Buildings and Grounds, Long Range Plans, Technology, Transportation  
Committee Meeting Report, (Chairperson) Julie Dickson**

- Hill School Floors
- Roof at Clifford School
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A. Recommendation: Beaver/Barbara approve the following Joint Transportation Agreement between the Swedesboro-Woolwich School District and Kingsway Regional School District, **as submitted**:

- [2023 ESY](#)
- [2023-2024 School Year](#)

*Board president, Gina Azzari, asked why some routes are higher than others. Rob Miles explained that the one contract is for ESY (month of July) and the other contract is for the full school year. Also, some routes can be higher due to the length of the route, aide support..etc.*

B. Recommendation: Beaver/Barbara Approve the following Disposal of Property, **as submitted**:

- **Technology**

Board action needed: Yes (Roll Call Required)

(All yes, motion to carry 7-0)

Natalie Baker

Julie Dickson-Y

Tamara McGovern

Vivian Lane-Y

Erin Carroll-Y

Kathryn Beaver-Y

Laurie Cecala-Read-Y

Marie Barbara-Y

Gina Azzari-Y

**EXECUTIVE SESSION**

**RECESS INTO EXECUTIVE SESSION – If Needed**

**WHEREAS**, the Open Public Meetings Act authorizes boards of education to meet in closed executive session under certain circumstances, and

**WHEREAS**, the Open Public Meetings Act requires the Swedesboro-Woolwich School District Board of Education (the "Board") to adopt a resolution at a public meeting to go into closed executive session; now therefore:

**BE IT RESOLVED** by the Board that it is necessary to meet in closed executive session to discuss certain items, including the following

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- 
- Matters of personal confidentiality rights, including but not limited to, staff and/or student discipline matters, and specifically: \_\_\_\_\_
  - Matters in which the release of information would impair the right to receive government funds, and specifically: \_\_\_\_\_
  - Matters which, if publicly disclosed, would constitute an unwarranted invasion of individual privacy, and specifically: \_\_\_\_\_
  - Matters concerning negotiations, and specifically: \_\_\_\_\_
  - Matters involving the purchase of real property and/or the investment of public funds, and specifically: \_\_\_\_\_
  - Matters involving the real tactics and techniques utilized in protecting the safety and property of the public, and specifically: \_\_\_\_\_
  - Matters involving anticipated or pending litigation, including matters of attorney-client privilege, and specifically: \_\_\_\_\_
  - Matters involving personnel issues, including but not limited to, the employment, appointment, termination of employment, terms and conditions of employment, evaluation of performance, promotion or discipline of any public officer or employee, and specifically:  
\_\_\_\_\_ Personnel, Superintendent Search \_\_\_\_\_
  - Matters involving quasi-judicial deliberations, and specifically: \_\_\_\_\_

**BE IT FURTHER RESOLVED** that any discussion held by the Board which need not remain confidential will be made public as soon as feasible. The minutes of the executive session will not be disclosed until the need for confidentiality no longer exists.

**BE IT FURTHER RESOLVED** that the Board anticipates the executive session to last approximately 60 minutes. The Board † will return to open session to conduct business at the conclusion of the executive session.

Recommendation: Lane/Dickson approve to enter into **Executive Session** for the purpose of discussing/reviewing items as noted above.

Board action needed: Yes  
(All yes, motion to carry 7-0)

Time: 6:40 pm

Vivian Lane left meeting at 8:45 pm to make Quorum 6-0
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Recommendation: Cecala-Read/Barbara approve to return to **Regular Session**.

Board action needed: Yes  
(All yes, motion to carry 6-0)

Time: 8:55 pm

**4. Board Retreat**

**Delegates:**

- a. NJSBA – Mrs. Gina Azzari
- b. GCSBA – Mrs. Natalie Baker

**6. Adjournment**

Recommendation: Beaver/Barbara approve the adjournment of meeting.

Board action needed: Yes

Time: 9:53 pm

(All yes, motion to carry 6-0)

Respectfully submitted,



**Mr. Robert Miles**  
**Board Secretary/SBA**

**Next Meeting(s).**

**August 9, 2023**

**Board/Committee Meetings as scheduled**