

**Minutes**  
**May 10, 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
<input checked="" type="checkbox"/>	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
	Laurie Cecala-Read	Operations Committee
<input checked="" type="checkbox"/>	Marie Barbara	Personnel/Finance, Negotiations Committees

Quorum: 7-2/6:00 pm

Other's Present:

Dr. Walter Kappeler, Superintendent of Schools

Mr. Steven Jakubowski, School Business Administrator, Board Secretary

Mr. Joel Brown, Chief Information Officer

Ms. Christina Panebianco, Assistant Board Secretary

**Swedesboro-Woolwich Board of Education**

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**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:

- Matters of personal confidentiality rights, including but not limited to, staff and/or student discipline matters, and specifically: HIB
- 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 Evaluation & Board of Education Self Evaluation
- 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 30 minutes. The Board will return to open session to conduct business at the conclusion of the executive session.

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

Board action needed: Yes

Time: 6:02 pm

(All yes, motion to carry 7-0)

Cecala-Read arrived to meeting at 6:09 pm to make quorum 8-1
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- 2) Recommendation: Baker/Lane approve to return to **Regular Session.**

Board action needed: Yes

Time: 6:20 pm

(All yes, motion to carry 8-0)

C. Flag Salute

D. Adoption of Agenda

Recommendation: Baker/Barbara approve the adoption of the agenda, **as presented.**

Board action needed: Yes

(All yes, motion to carry 8-0)

E. Approval of Minutes

Recommendation: Baker/Barbara approve the regular and executive session minutes dated **April 26, 2023, as submitted.**

Board action needed: Yes

(All yes, motion to carry 8-0)

**2. Presentations**

A. Stellar Comet of the Month- **April 2023**

1) **Walter Hill School**

Grade 6

- Eli Moody
- Myles Robinson
- Agbeke Deborah Ashiru
- Adrian Emiliano Pineda
- Reese Yarborough

2) **Charles G. Harker School**

Grade 3

- Gavin McAllister
- Doris Velasquez Morales

Grade 4

- Emmanuel Sanchez
- Carly Hemple

Grade 5

- Emma Perrong
- Zachary Duer

3) **Gov. Charles Stratton School**

Grade 1

- Maxton Aiken
- Annabella Salamone

Grade 2

- Vivienne Palmer
- John Slusarski

4) **Margaret Clifford School**

Kindergarten

- Stella Kostick
- Cameron Nunan
- McKayla Ressa
- Grant Zitkevitz

B. 2022-2023 Teacher of the Year Recognition:

- Dee Conrad- Margaret Clifford School
- Maria McGinley- Charles Stratton School
- Rachael Ogbin- Charles Harker School
- Dan Owen- Walter Hill School

C. 2022-2023 Educational Support Person of the Year Recognition:

- Kelley Weick- Margaret Clifford School
- Amy Hay- Charles Stratton School
- Fred Jamison- Charles Harker School
- Barbara Nitowski- Walter Hill School

**3. Communication**

*On behalf of the Board of Education, Board president, Gina Azzari, wanted to give a huge shout out to the people involved in the 100<sup>th</sup> Year Celebration. It was a huge undertaking and an amazing event:*

- *School Board Members*
- *Steve and Wally*
- *100<sup>th</sup> year Celebration Committee*
- *Laura Hubbard*
- *S/W Historical Society*
- *S/W High School Reunion Committee*

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- *Most especially want to thank Mrs. Jeni Boston, Walter Hill School Principal. She spearheaded the entire celebration.*

*Also, Mrs. Azzari wanted to thank Mr. Jakubowski on the time served as the Business Administrator for the Swedesboro-Woolwich School District. You will be missed and have done a phenomenal job, thank you!*

A. Superintendent

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1) Superintendent Updates

a) Updates

- Staff Appreciation Week- Faculty and Staff lead by our Administrative Team have done an exceptional job this year.
- Thank you to our School Nurses and Happy Nurses Day
- Threat Assessment Team will be assembled for the 2023-2024 school year
- Walter Hill Track Team- participated in the Kingsway Field Day
- Congratulate all of our Comets who are graduating this year
- Regulations updates
- 6<sup>th</sup> Grade Trip the end of this month.

b) Shout Outs!

- Thank you to our SEPAC parents and Kari Foote for coordinating and presenting Helpful Tips for your Child's IEP. Thank you also to the staff that attended last week!
- Thank you to everyone who served on the 100th Celebration Committee and who contributed many hours of time throughout the year as we planned a wonderful community event. Everyone's creativity and willingness to help are very much appreciated!
- A huge thank you to Mr. Steve Grusemeyer, Clifford School PTO VP, for building a real castle for our Kindergarten Drama production. It is really outstanding!!
- Shout out to the PreK teachers and the Clifford staff who helped with our PreK Mother Goose Night of Nursery Rhymes! It was enjoyed by all!
- Thank you to our PTO for providing a delicious fiesta for the Clifford faculty and staff!
- Thank you to the following cub scouts and their families for painting a sensory walk at the Harker School!

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Brandon and Colin Molter  
James and Lauren Pfaefflin  
Sam Mathews

- Congratulations to Mrs. Fox and Mr. Tranz for a wonderful spring concert
- Congratulations to Ms. Paccione for a successful art show. The scavenger hunt was huge hit!
- Thank you to the PTO for the fabulous fiesta for Teacher Appreciation Day.

c) Regulations:

[2520](#) Instructional Supplies  
[5308](#) Student Health Records  
[5310](#) Health Services  
[6115.01](#) Federal Awards Funds Internal Controls  
[9140](#) Citizens Advisory Committee

2) District Enrollment

a) Report, **as submitted**

[Clifford  
Stratton  
Harker  
Hill](#)

3) Correspondence.

a) [Thank you- Wendy Dominik](#)

B. District Administration

1) Administrator’s Monthly Board Reports, **as submitted**

[Clifford  
Stratton  
Harker  
Hill  
Technology  
Special Services  
Curriculum & Instruction  
Maintenance](#)

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

**4. Action Items**

**Personnel/Finance/Negotiations Committee**

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

**[Negotiations Committee Meeting Report](#), (Chairperson) Natalie Baker**

- *Reappointment of Staff for the 2023-2024 school year*

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

**A. Personnel- Recommendation:** Baker/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- Marsh Snajkowski	LPC	\$14.13/hour	60-910-310-100-000-00	LPC	TBD- pending completion of ALL state required paperwork
2- Staff ID # 4951	Teacher	-	-	Maternity Leave	September 1, 2023- December 1, 2023
3- Lindsay Rieger	Teacher	\$67,684/BA Step 12	11-212-100-101-000-00-050	New Hire	September 1, 2023/pending completion of ALL state required paperwork
4- Mr. Robert Miles	Business Administrator	-	-	<a href="#">BA Contract</a>	July 1, 2023

B. Recommendation: Baker/Barbara approve the Board Secretary’s Report in accordance with 18A: 17-36 and 18A: 17-9 for the month of **April 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

Approve the Reconciliation Report in accordance with 18A:17-36 and 18A:17-9 for the month of **April 2023**. The Reconciliation Report and Board Secretary’s Report are in agreement for the month of **April 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.

**C. Regular, Payroll, Cafeteria & Addendum Bills**

Recommendation: Baker/Barbara approve for payment of **May 2023 regular and addendum bills** in the amount of **\$493,092.51**, **May 2023 ratified bill** in the amount of **\$1,316.68** and payment of **April 2023** payroll in the amount of **\$1,483,999.22, as submitted.**

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- D. Recommendation: Baker/Barbara approve the Line-Item Transfer for **April 2023** in the amount of **\$292,768.02, as submitted.**
- E. Recommendation: Baker/Barbara approve the application for Extraordinary Aid for the 2022-2023 school year.
- F. Recommendation: Baker/Barbara approve Parker McCay as the professional service provider for Special Legal Counsel in response to RFP 2023-1, for the 2023-2024 school year, **as submitted.**
- G. Recommendation: Baker/Barbara approve the Swedesboro and Woolwich Tax Levy Payment Schedules for the year ended June 30, 2024, **as submitted.**
- H. Recommendation: Upon the recommendation of the Superintendent Baker/Barbara approve the staff members for the 2023-2024 school year, **as submitted.**

Board action needed: Yes (Roll Call Required)

(All yes, motion to carry 8-0)

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

**Curriculum, Policy, Community Relations Committee**

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

- *NJSLA Update*
- *Climate Change Grant*

- A. Recommendation: Baker/Lane approve HIB, **as submitted.**
- B. Recommendation: Baker/Lane approve the HIB District and School Grade Report for the 2021-2022 school year, **as submitted.**
- C. Recommendation: Baker/Lane approve Heather Deitch to run Summer Library 2 days a week from 10am-12pm at the Stratton School from July 5, 2023-July 31, 2023 and 2 days a week from 10am-12pm at the Clifford from August 1, 2023-August 18, 2023. Heather Deitch will be granted an additional hour at each building for program preparation and Library maintenance, at the contracted hourly rate of \$38.



- D. Recommendation: Baker/Lane approve the following staff members to work ESY, as per contracted rate (\$25/hour paraprofessional/aides, \$38/hour teachers):
- Madison Walker
  - Leah Viscusi
- E. Recommendation: Baker/Lane approve Sue Hunt to substitute for ESY, as needed, as per contracted rate (\$25/hour paraprofessional/aides, \$38/hour teachers).
- F. Recommendation: Baker/Lane approve Haylee Dawson to support (#6954266199) at the Kingsway Regional Dance on May 5, 2023, as per contracted rate of \$38/hour.
- G. Recommendation: Baker/Lane approve Aveanna/Epic Health Services to provide nursing support for (#7181905175) out of district placement for the 2023-2024 school year.
- H. Recommendation: Baker/Lane approve Dana Cheadle to support children with IEPs at the Hill School Moving Up Ceremony, as per contract, (\$25/hour paraprofessional/aides, \$38/hour teachers).
- I. Recommendation: Baker/Lane approve Angela Surace to provide Homebound Instruction for (#7287406781), pending completion of all state required paperwork.
- J. Recommendation: Baker/Lane approve (#7300464046) to attend Durand Academy, per IEP, on or about May 30, 2023.
- K. Recommendation: Baker/Lane approve the following staff members for CPR training to take place Spring & Summer 2023, as per contract (\$25/hour paraprofessional/aides, \$38/hour teachers/\$14.13/LPC).
- Chris Lewis- Instructor
  - Daria Roat
  - Caroline Canora
  - Cristy DiBella
  - Pat Titus
  - Daniel Owen
  - Nick Leypoldt
  - Eileen Mission
  - Brian Lockman
  - Christina Bauman-Hillen
  - Gayle Johnson

- Lisa Komadina

L. Recommendation: Baker/Lane approve New Hope Psychological Services LLC to conduct Child Study Team evaluations in the native language, as needed (Hindi, Punjabi, Urdu and Gujarati languages) at \$750/evaluation.

M. Recommendation: Baker/Lane approve Cross Country Clinical and Educational Services to conduct evaluations in the native language, as needed (Arabic, Korean, Chinese –Cantonese, Polish, Chinese – Mandarin, Portuguese, French, Russian, Haitian, Creole, Spanish, Indian (Hindi, Gujarati, Bengali), Urdu) at \$980-\$2,350 depending on evaluation.

N. Recommendation: Baker/Lane approve Maysoun Barouki to support children with IEPs at the Hill School 6<sup>th</sup> grade Moving Up Ceremony, June 15, 2023, 6:30-8:30, as per contracted rate (\$25/hour paraprofessional/aides, \$38/hour teachers).

O. Recommendation: Baker/Lane approve the following policies for 1<sup>st</sup> Reading, **as submitted**.

- [Policy 0144](#) Board Member Orientation and Training
- [Policy 2520](#) Instructional Supplies
- [Policy 3217](#) Use of Corporal Punishment
- [Policy 4217](#) Use of Corporal Punishment
- [Policy 5305](#) Health Services Personnel
- [Policy 5308](#) Student Health Records
- [Policy 5310](#) Health Services
- [Policy 6112](#) Reimbursement of Federal and Other Grand Expenditures
- [Policy 6115.04](#) Federal Funds- Duplication of Benefits
- [Policy 6311](#) Contracts of Goods or Services Funded by Federal Grants
- [Policy 7440](#) School District Security
- [Policy 9100](#) Public Relations
- [Policy 9140](#) Citizens Advisory Committee

Board action needed: Yes (Roll Call Required)

(All yes, motion to carry 8-0)

Natalie Baker-Y

Julie Dickson-Y

Tamara McGovern

Vivian Lane-Y

Erin Carroll-Y

Kathryn Beaver-Y

Laurie Cecala-Read-Y

Marie Barbara-Y

Gina Azzari-Y

**Operations**

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

- *New Jersey School Board Association Convention*
- *Legal Services*

- A. **Recommendation:** Baker/Lane approve Gloucester County Special Services School District to provide **MVC** abstracts for eligible District staff obtained through the NJMVC On-line Customer Abstract Information Retrieval System, and the SWSD agrees to participate in the Gloucester County Special Services School District MVC On-line Abstract Request Program for the school year 2023-2024 at an annual cost of \$50.00, **as submitted.**
- B. **Recommendation:** Baker/Lane approve Gloucester County Special Services School District **Choice School Program** for the 2023-2024 school year at an annual cost of \$4.50 per Choice Student application on file with GCSSD July 2023, **as submitted**
- C. **Recommendation:** Baker/Lane approve Gloucester County Special Services School District to provide **Aid-in-Lieu** payments to parents/guardians of eligible non-public students for the 2023-2024 school year at an annual cost of \$4.50 per eligible nonpublic student, **as submitted.**
- D. **Recommendation:** Baker/Lane approve the **Gloucester County Special Services Transportation Cooperative Contract** for the 2023-2024 school year, **as submitted.**

**Board action needed:** Yes (Roll Call Required)  
(All yes, motion to carry 8-0)

Natalie Baker-Y	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:

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

- Matters of personal confidentiality rights, including but not limited to, staff and/or student discipline matters, and specifically: HIB
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- Matters which, if publicly disclosed, would constitute an unwarranted invasion of individual privacy, and specifically: \_\_\_\_\_
- Matters concerning negotiations, and specifically: \_\_\_\_\_
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- 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: Baker/Dickson approve to enter into **Executive Session** for the purpose of discussing/reviewing items as noted above.

Board action needed: Yes

Time: 7:25 pm

(All yes, motion to carry 8-0)

Recommendation: Baker/Cecala-Read approve to return to **Regular Session**.

Board action needed: Yes

Time: 9:38 pm

(All yes, motion to carry 8-0)

**Delegates:**

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

**6. Adjournment**

Recommendation: Lane/Beaver approve the adjournment of meeting.

Board action needed: Yes

Time: 9:40 pm

(All yes, motion to carry 8-0)

**Respectfully submitted,**



**Mr. Steven Jakubowski**  
**Board Secretary/SBA**

**Next Meeting(s).**

**June 14, 2023**

**Board/Committee Meetings as scheduled**