

**Minutes**  
**July 28, 2021**  
**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**  
**6:30 Regular Session**

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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"/>	Mrs. Gina Azzari, School Board President	All Committees
<input checked="" type="checkbox"/>	Mrs. Natalie Baker, School Board Vice President	(Chair) Curriculum, (Chair) Negotiations, Personnel/Finance Committees
<input checked="" type="checkbox"/>	Mrs. Jaclyn Dopke	(Chair) Personnel/Finance, Negotiations Committees
<input checked="" type="checkbox"/>	Mrs. Deborah Allen	(Chair) Operations Committee
	Mrs. Rosella Musumeci	Personnel/Finance, Negotiations Committees
<input checked="" type="checkbox"/>	Mrs. Julie Dickson	Operations Committee
<input checked="" type="checkbox"/>	Mrs. Tamara McGovern	Curriculum Committee
<input checked="" type="checkbox"/>	Ms. Vivian Lane	Curriculum, Negotiations Committees

Quorum: 7-1/6:01 pm

Other's Present:

Dr. Walter Kappeler, Superintendent of Schools  
Mr. Steven Jakubowski, School Business Administrator, Board Secretary  
Mr. Taylor Ruilova, School Board Solicitor  
Mr. Joel Brown, Chief Information Officer  
Ms. Christina Panebianco, Assistant Board Secretary

**C. Board Member Vacancy Candidate Interview**

- a. Public interviews for board vacancy candidates:  
The following candidates spoke in support of their candidacy for the board member unexpired term vacancy:
1. Ms. Erin Carroll



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

Board action needed: Yes Time: 6:10 pm/7-0

(All yes, motion to carry 7-0)

- 2) Recommendation: Dickson/McGovern approve to return to **Regular Session**.

Board action needed: Yes Time: 6:45 pm/7-0

(All yes, motion to carry 7-0)

D. Flag Salute

E. Adoption of Agenda

Recommendation: Dopke/Allen approve the adoption of the agenda, as amended.  
(Adding a motion to approve the new board member, Ms. Erin Carroll)

Board action needed: Yes

(All yes, motion to carry 7-0)

F. Approval of Minutes

Recommendation: Baker/Allen approve the regular session minutes dated June 16, 2021, as submitted.

Board action needed: Yes

(Motion to carry 6-0-1- Dopke abstained)

## 2. Communication

A. Superintendent

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1) Superintendent Updates

**Curriculum**

- a) Ready, Set, Go Kindergarten Camp is underway at Clifford School and the students are being introduced to teachers, the building, and our practices. The next Ready, Set, Go Kindergarten Summer Camp will begin on Monday, August 9 - Thursday, August 13 from 9-11:30. and the final Kindergarten Camp will be held Monday, August 16 - Thursday, August 20.
- b) The Start Strong assessments will be administered this fall. The following description was provided by the NJDOE: The Start Strong assessments are intentionally brief, designed to

maximize instructional time and quickly provide critical data to teachers and school leaders. These assessments provide schools and districts the flexibility to address students’ unique needs at the beginning of the school year.

The Start Strong assessments:

- Are based on a subset of prioritized prior-year academic standards;
- Are available in ELA grades 4-10, Mathematics grades 4-8, Algebra I, Geometry and Algebra II, and in Science grades 6, 9, and 12;
- Can be administered in approximately 45-60 minutes;
- Will provide immediate results to educators through the assessment platform; and
- Will include the same accessibility features and accommodations as the NJSLA, including forms in Spanish and Text to Speech (TTS).

The Start Strong assessments utilize three performance levels (“Strong Support May Be Needed”; “Some Support May Be Needed”; and “Less Support May Be Needed”) to aid educators and families in making decisions about the types of supports that students may need. The reports will be available to educators immediately after students complete the assessment. The assessments are not meant to replace any preferred assessment strategies being used locally but can be used to complement existing efforts to gather standards-based data (local benchmarks, writing samples, assignments, homework, etc.) at the beginning of the school year.

- c) Our ESY program has concluded for this summer. It was a wonderful opportunity for students to remain in person and to continue building on their learning skills. A huge thank you to our wonderful teachers who are working tirelessly through the summer to support our students.
- d) There were various professional development opportunities for staff this week including Marzano training, 6+1 Writing Traits for grades K-2, and SEL strategies in the classroom.
- e) Mrs. Donato met with the Team Leads at Stratton to continue the planning work on converting the Science Room into a Maker Space. They also worked on some of the details for our Reading incentive. Mrs. Donato also had the opportunity to visit with some of our 1st and 2nd grade friends who are attending

Meghan Pattinson's Story and Craft Camp. They are all enjoying a fun-filled summer, but are anxious to return to school in September!

- f) The maker space/STEM lab at Hill school is complete and ready for students and staff to utilize this fall.

**Personnel/Finance**

- g) We are excited to have Mrs. Traini transitioning this week to the principal position at Clifford School as well as Mrs. Campbell transitioning to the acting assistant principal role at Harker. The staff at Harker and Clifford have been notified of the changes.
- h) We are greatly saddened by the resignation of Lauren Collins of the Harker School.
- i) We continue to interview for various positions including Gifted and Talented, Art, and Elementary.
- j) Many thanks to the business office for their hours of work meeting with companies to negotiate a copier contract for the next five years. Our lease is up at the end of the month and they are working tirelessly to get our district the best possible agreement.

**Operations**

- k) The buildings are going through their extensive summer cleanings and transitions. Many of the buildings are being utilized for student and staff programming and the maintenance team has been very flexible at working with our complex schedules.
- l) The superintendent had a preliminary meeting with the New Jersey Board of Public Utilities to explore an Energy Savings Improvement Program (ESIP) as a potential funding mechanism for solar energy and LED lighting replacement.

**Shout Out!**

- A BIG Shout out to ALL of the ESY staff for working with our kids this month! We could not have done it without each and every one of you and the children were SO glad to see you all in person

And Thank you to the Maintenance Staff, Tech Department, and Helen Fromm for always supporting our kids' need during ESY!

- Shout out to all the staff members providing Summer Club opportunities for students in our community.

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The students are so excited for the book clubs, taskmaster clubs, writing clubs, and math clubs

- Shout out to the staff members providing summer PD opportunities for our staff this summer.
- Shout out to Tyla Cielinski, Lynne Bussott, and Kylie Crompton for working with the students in the ELL program this summer.
- Shout out to Kari Foote for her leadership of ESY
- Shout out to the Administrative Team for a productive 3 days of meetings and leadership building activities
- Shout out to our Board Office staff for the work this summer to process orders, support staff hiring, and multiple responsibilities to keep the district afloat. You are wonderful!

2) District Enrollment

a) Report, **as submitted**

[Clifford  
Stratton  
Harker  
Hill](#)

3) Correspondence.

- [Thank you](#)- Ms. Sandra Mitcho
- [Thank you](#)- Petrini & Cheadle Family

**Public Comments/Visitors**

Pursuant to the Open Public Meetings Act, this meeting will now be open to members of the public who wish to speak or make comment on agenda items or a school district issue that may be of concern to the residents of the district. Any person who wishes to speak must wait to speak until they have been recognized by the presiding Board Officer.

Any person who wishes to speak is requested to give their name, municipality of residence, and group affiliation, if any, at the beginning of their comments. Comments shall be limited to five minutes in total length. It is the intention of the board to listen to public comments, and to respond if possible. If questions cannot be immediately answered the Board asks that you pose the question to the Board Secretary via email.

If questions or comments pertain to litigation, student or personnel matters, the Board asks that you email the Superintendent after the meeting since the Board does not, pursuant to Open Public Meetings Act, discuss or respond to these items in public.

This meeting will move into regular agenda items at the conclusion of the public comments or at **7:20 pm** whichever occurs first.

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- 1- Ms. Erika Foley, Woolwich- addressed the board about her concerns with students wearing masks for the upcoming school year.  
Board president, Mrs. Azzari, thanked her for her comments and told Ms. Foley that this matter will be discussed and she will be notified with the decision
- 2- Ms. Jacqu Sonsini, Woolwich- addressed the board about her concerns with the new DEI (Diversity, Equity and Inclusion) job description and could be masked for Critical Race Theory Dr. Kappeler explained it is to help guide the district making sure that every student and staff member is treated in a way that makes them feel valued. “We are all uniquely and wonderfully made”

**3. Action Items**

**Personnel/Finance/Negotiations Committee**

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

A. Recommendation: Dopke/Baker approve the following personnel items:

<b>NAME</b>	<b>SCHOOL</b>	<b>POSITION/ CERT</b>	<b>SALARY</b>	<b>BUDGET ACCT #</b>	<b>ACTION</b>	<b>EFFECTIVE DATE</b>
1- Ms. Kaitlyn Colleluori	Harker	Teacher	-	-	Extension of Maternity Leave	Return date- October 4, 2021
2- Ms. Diane Maholik	Stratton	Teacher	-	-	Unpaid Medical Leave Request	2021-2022 School year
3- Ms. Debbie Rivera	Harker	Teacher	BA+15/Step 9 \$57,973	11-213-100-101-000-00-080	New Hire	September 1, 2021/pending criminal history
4- Ms. Fawn Kiernan	Stratton	Teacher	BA/Step 1 \$51,473	11-120-100-101-000-00-050	New Hire	September 1, 2021/pending criminal history/pending certification
5- Ms. Cindy Charlton	Harker	LTS	\$90/day for days 1-9/\$175/day for day10 and on	11-213-100-101-000-00-050	New Hire- Long Term Substitute	September 1, 2021/pending criminal history
6- Ms. Rosie Match	Stratton	Teacher	MA/Step 6 \$55,373	11-204-100-101-000-00-050	New Hire	September 1, 2021/pending criminal history
7- Ms. Lauren Poulson	Harker	Teacher	BA/Step 1 \$51,473	11-120-100-101-000-00-080	New Hire	September 1, 2021/pending criminal history
8- Ms. Jacquelyn Traini	Clifford	Principal	\$113,000	11-000-240-103-000-00-070	Principal of Margaret Clifford School	July 29, 2021

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9- Ms. Amanda Seal	Stratton	Teacher	BA+15/Step 2-3 \$52,173	11-120-100-101- 000-00-050	Lane Change	September 1, 2021
10- Ms. Lori Savas	District	ELA Coach	\$68,000	TBD	New Position to ELA Coach	September 1, 2021
11- Mr. Darrell Ford	District	STEM Coach	\$68,000	TBD	New Hire	September 1, 2021/pending criminal history

**B. Workshops**

<b>Staff Member</b>	<b>Workshop</b>	<b>Date &amp; Time</b>	<b>Cost</b>	<b>Estimated Travel Cost</b>
1- Ms. Kelly Pollitt	Wilson-Advanced Strategies for Group Instruction	August 3-5, 2021/9AM-3PM	\$599	\$0
2- Ms. Jennifer Boston	Linkit Workshops (Intervention Manager Grouping, Data Locker Webinar, New Reporting, Student and Parent Portal, and Benchmarking Overview)	August 3-5, 2021/one-hour long webinars	\$0	\$0
12- Ms. Jennifer Boston & Dr. Walter Kappeler	Marzano Focused Evaluation Training for New Observers	Self-Paced Training	\$398/person	\$0
13- Ms. Amy Hay, Ms. Robin Baker & Ms. Gwen Waggoner	ASHA- National Conference	November 18-20, 2021/9AM-5PM	\$390/person	TBD

C. Recommendation: Dopke/Baker approve the [Board Secretary's Report](#) in accordance with 18A: 17-36 and 18A: 17-9 for the month of **May 2021**. 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 **May 2021**. The Reconciliation Report and Board Secretary's Report are in agreement for the month of **May 2021**.

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.



D. Regular, Payroll, Cafeteria & Addendum Bills

Recommendation: Dopke/Baker approve for payment of [June 2021](#) regular and addendum bills in the amount of **\$745,719.06**, [July 2021](#) regular and addendum bills in the amount of **\$1,049,006.05** and payment of **June 2021** payroll in the amount of **\$1,380,401.69, as submitted.**

E. Recommendation: Dopke/Baker approve the [Line Item Transfer](#) for **May 2021** in the amount of **\$34,358.00** for the 2020-2021 school year, **as submitted.**

F. Recommendation: Dopke/Baker approve the [tuition reimbursements](#) for the 2020-2021 school year, **as submitted.**

G. Recommendation: Dopke/Baker approve to accept the Comet Care donation in the amount of \$5,000.

H. Recommendation: Dopke/Baker approve to reinstate the Margaret Clifford School principal position.

I. Recommendation: Dopke/Baker approve to eliminate the Assistant Principal Position of Distance Learning.

J. Recommendation: Dopke/Baker approve to reinstate the Assistant Principal Position at the Harker School.

K. Recommendation: Dopke/Baker approve to appoint Mrs. Lorraine Campbell as acting Assistant Principal at the Harker School effective 7/29/2021, at the current per diem rate.

L. Recommendation: Dopke/Baker approve [Colleen McKnight](#) for LDTC services, as needed, **as submitted.**

M. Recommendation: Dopke/Baker approve the submission of the IDEA Grant application for the 2021-2022 school year:

- Basic \$278,979 (Tuition)
- PreK \$ 17,723 (Related Services)

N. Recommendation: Dopke/Baker approve the following per pupil tuition rates for the 2021-2022 school year, as listed:

- Prek-K \$14,002

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- 1<sup>st</sup>-5<sup>th</sup> \$15,300
- 6<sup>th</sup> \$14,213
- Disability \$17,632

O. Recommendation: Dopke/Baker approve the appointment of the new board member, Ms. Erin Carroll, for the unexpired term of Ms. Tara Riddell, expiring on January 5, 2022

Board action needed: Yes (Roll Call Required)

(All yes, motion to carry 7-0)

Mrs. Jaclyn Dopke-Y

Mrs. Rosella Musumeci

Mrs. Deborah Allen-Y

Mrs. Natalie Baker-Y

Mrs. Julie Dickson-Y

Mrs. Tamara McGovern-Y

Ms. Vivian Lane-Y

Mrs. Gina Azzari-Y

**Curriculum, Policy, Community Relations Committee**

A. Recommendation: Baker/Dopke approve HIB report, **as submitted**.

B. Recommendation: Baker/Dopke approve the Harker School Code of Conduct, **as submitted**.

C. Recommendation: Baker/Dopke approve the following job descriptions & positions, as submitted:

- ELA Coach
- STEM Coach
- Gifted & Talented Teacher
- District DEI (Diversity, Equity and Inclusion) Leader

D. Recommendation: Baker/Dopke approve the following Handbooks for the 2021-2022 school, **as submitted**:

- [RTI for Staff](#)
- [RTI for Families](#)
- [Gifted & Talented](#)

E. Recommendation: Baker/Dopke approve the [SOA](#) (Statement of Assurance) for Comprehensive Equity Plan for the 2021-2022 school year, **as submitted**.

F. Recommendation: Baker/Dopke approve Bayada Nursing Services as substitute for 1-1 nurse for the 2021-2022 school year, as needed per IEP.

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- G. Recommendation: Baker/Dopke approve [Aveanna/Epic Nursing](#) to provide 1-1 support for #6883983308, per IEP and company contracted rate, **as submitted**.
- H. Recommendation: Baker/Dopke approve Kari Foote as the Child Study Team Chairperson for the 2021-2022 school year at the stipend rate of \$10,000.
- I. Recommendation: Baker/Dopke approve Linsley Shainline and Cortney Sharman to facilitate a Summer PD on July 29, 2021, as per contract.
- J. Recommendation: Baker/Dopke approve the following staff members for updated summer PD sessions:
- Rebekah Schulz
  - Paige Moore
  - Maura McIntire
  - Meghan Gentleman
  - Joanne Ferrara
  - Tyla Cielinski
  - Kathleen Kennedy
  - Eileen Healey
- K. Recommendation: Baker/Dopke approve the following staff members to attend summer IEP meetings, as needed, as per contract.
- Melissa Pace
  - Ruth Suarez
  - Katie Pezzicola
- L. Recommendation: Baker/Dopke approve/Renew the following Out of District Placement contracts for the 2021-2022 school year, per IEP
- #5180110767 (Larc)
  - #9243034351 (Bankbridge)
  - #6883983308 (Hollydell)
  - #7181905175 (Hollydell)
- M. Recommendation: Baker/Dopke approve the Homebound Instruction for #8614408126 for the 2021-2022 school year, per IEP.
- N. Recommendation: Baker/Dopke approve the [homeless contract](#) with the Woodstown-Pilesgrove School District for the following students, **as submitted**:
- #6153100236

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- #2823433236

Board action needed: Yes (Roll Call Required)

(Motion to carry: 7-0 for A-I, L-N; 6-0-1 for J & K Dickson abstained)

Mrs. Jaclyn Dopke-Y                      Mrs. Rosella Musumeci                      Mrs. Deborah Allen-Y  
Mrs. Natalie Baker-Y                      Mrs. Tamara McGovern-Y                      Ms. Vivian Lane-Y  
Mrs. Gina Azzari-Y                      Mrs. Julie Dickson- Yes for A-I, L-N; abstain from J & K

**Operations**

A. Facility Usage Requests

Recommendation: Allen/Baker approve Facility Usage Requests, as listed.

(Subject to submission of Insurance Certificate, and 501 documentation, and no conflict with school district activities)

**\*\*ALL indoor requests are contingent on the ability to reopen schools**

Organization	School/Location	Date & Time	Activity
1- Boy Scouts of America	Harker Cafeteria	Various Dates & Times	Cub Scout Meeting
2- Girl Scout Troop 61810	Stratton MPR	2 <sup>nd</sup> Friday of the month/6:30-7:30 pm	Girl Scout Meetings

Board action needed: Yes (Roll Call Required)

(All yes, motion to carry 7-0)

Mrs. Jaclyn Dopke-Y                      Mrs. Rosella Musumeci                      Mrs. Deborah Allen-Y  
Mrs. Natalie Baker-Y                      Mrs. Julie Dickson-Y                      Mrs. Tamara McGovern-Y  
Ms. Vivian Lane-Y                      Mrs. Gina Azzari-Y

**4. Old Business**

**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

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**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: Board Self Evaluations
- 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: \_\_\_\_\_
- 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.

Recommendation: Dickson/Baker 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: 7:24 pm

Recommendation: Baker/McGovern approve to return to **Regular Session**.

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

Time: 8:19 pm

**Delegates:**

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

**5. Board Retreat**- Dr. Walter Kappeler

- a. Operational Core Values
- b. Team Building

**6. Adjournment**

Recommendation: Baker/Dopke approve the adjournment of meeting.

Board action needed: Yes

Time: 9:28 pm

(All yes, motion to carry 7-0)

**Respectfully submitted,**



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

**Next Meeting(s).**

**August 11, 2021**

**Board/Committee Meetings as scheduled**