

**Minutes**  
**January 12, 2022**  
**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. Reading of Oaths to Office- Newly Elected Members  
(Publicly read oaths)

- Mrs. Laurie Cecala-Read

C. Code of Ethics, [as submitted](#)

D. 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
Mrs. Rosella Musumeci	Operations Committee
<input checked="" type="checkbox"/> Mrs. Julie Dickson	(Chair) Operations Committee
<input checked="" type="checkbox"/> Mrs. Tamara McGovern	Curriculum Committee
Ms. Vivian Lane	(Chair) Personnel/Finance, Negotiations Committees
<input checked="" type="checkbox"/> Mrs. Erin Carroll	Personnel/Finance Committee
<input checked="" type="checkbox"/> Mrs. Kathryn Beaver	Curriculum Committee
<input checked="" type="checkbox"/> Mrs. Laurie Cecala-Read	Operations, 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. Taylor Ruilova, School Board Solicitor  
Mr. Joel Brown, Chief Information Officer  
Ms. Christina Panebianco, Assistant Board Secretary

**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: \_\_\_\_\_
- 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: Potential Request for Advisory Opinion
- 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
- 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: Baker/McGovern approve to enter into **Executive Session** for the purpose of discussing/reviewing items as noted above.  
Board action needed: Yes Time: 6:04 pm  
(All yes, motion to carry 7-0)
  
- 2) Recommendation: Dickson/McGovern approve to return to **Regular Session**.  
Board action needed: Yes Time: 6:42 pm  
(All yes, motion to carry 7-0)

E. Flag Salute

F. Adoption of Agenda

Recommendation: Dickson/McGovern approve the adoption of the agenda, **as presented**.

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

G. Approval of Minutes

Recommendation: Dickson/Baker approve the regular and executive session minutes dated December 8, 2021 and regular session minutes dated January 5, 2022, **as submitted**.

Board action needed: Yes  
December 8, 2021 (All yes, motion to carry 7-0)  
January 5, 2022 (Motion to carry 5-0-2: McGovern & Baker abstain)

## **2. Presentations**

A. Stellar Comet of the Month- **December 2021**

**(IN-PERSON CEREMONIES ARE POSTPONED UNTIL FURTHER NOTICE)**

1) **Walter Hill School**

Grade 6

- Cassidy Cordery
- Owen Schmidt
- Brandon Gacutan

2) **Charles G. Harker School**

Grade 3

- Lindsay Rosa
- Tyler Schmidt

Grade 4

- Cayden Caltabiano
- Eulene Chen

Grade 5

- Brooklyn Bonner
- Brayden Nerney

3) **Gov. Charles Stratton School**

Grade 1

- Brexton Illiano
- Quinn Stacy

Grade 2

- Logan Calloway
- Rylie Meade

4) **Margaret Clifford School**

Kindergarten

- Thomas McLaughlin
- Salma Yussif
- Adrian Colavita
- Clara Vasta

**3. Communication**

A. Superintendent

*"A Community dedicated to inspiring life-long learners"*

1) Superintendent Updates

Shout Outs!

- Congratulations to Mrs. Scott and Ms. Casella for becoming certified handlers for FURever as Friends.
- Thank you to Terri Overbey for her musical support of the Harker and Hill Schools Winter Concerts
- Thank you to all of our Project ELF elves, especially Debbie George and Terri Overbey, who made our annual Holiday drive a huge success!
- The Hill School received new Promethean Panels in all instructional classrooms. Thank you to the Maintenance and

IT Departments for their assistance. Thank you to Darrell Ford of the oversight and PD.

- As always, thank you to Caroline Canora, school nurse at that Hill School, for her continued patience, fortitude and strength in keeping all of us healthy and informed
- At the Hill School, huge Shout out to Kelly Pollitt for going above and beyond, and thinking creatively to work with her students as much as possible!
- At the Hill School, huge thank you to Nicole Collins, Milissa Mastella and Lauren Henry for your flexibility, commitment and dedication through temporary staffing adjustments
- Shout Out to the maintenance department and how hard they worked over winter break
- Huge shout out to our maintenance department, Dr. Kappeler and Steve Jakubowski for their hard work on the snow removal this past week.
- Shout out to the Kingsway maintenance department for their assistance in snow removal
- Shout out to the Clifford Maintenance staff for their hard work clearing our stage over winter break!
- Shout out to the Clifford Staff for always being willing to cover, stay late, and help out wherever and whenever they are needed
- Shout Out to the 1st Grade Team for getting 80's Day ready to roll January 18 will be great fun!
- Thanks to Janeen Buirch and our Community Hero's for organizing CHOP PJ Day
- Stratton Paras Rock! Thank you all so much for your flexibility and the great work that you do every day especially at dismissal. Lori Gatusso, Donna Moore, Justina Funchion, Caroline Kier are awesome

#### Superintendent Updates

- Thank you to the Board of Education, Administration, Staff and community for their support during this week with the passing of my mother. She was a teacher for over 20years is looking down and smiling.
- Congratulations to our new board members. We excited to have you
- Thank you to Gina Azzari and Natalie Baker as officers for out Board of Education

- New Guidance from the Department of Health as far as quarantine, isolation and exclusion as it concerns our students. We met with school administration today to see how we can best implement the changes. We will reconvene on Friday to clear up some of the gray areas
- Strategic Planning- we have 3 proposals that will be reviewed during our next committee meetings. It is not strictly a board of education process. It will include faculty, staff, community, and students. There will be a lot of data collection over the next several months
- ESIP- We received 2 bids and are excited to take it to the next level. The board will review the 2 proposals at the next committee meetings. The minimum bid has a projection of \$2 million worth of savings.

2) District Enrollment

- a) Report, **as submitted**

[Clifford](#)  
[Stratton](#)  
[Harker](#)  
[Hill](#)

3) Correspondence.

- a) [Thank you](#)- Cassandra Sholders, **as submitted**
- b) [Thank you](#)- Dr. Kappeler, **as submitted**

B. District Administration

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

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

**Public Comments/Visitors**

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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.

1- Mrs. Eileen Healey- SWEA President

Mrs. Healey congratulated the new board members and those that continue to serve.

She mentioned to the board that the 5-year SWEA contract was ratified in June of 2020 and they are still waiting for the signed copy.

She proposed a possible solution that going forward it may be more beneficial to pay a flat fee for legal services. If billable hours are taken out of the scenario it would benefit everyone to complete the tasks in a timelier manner.

Mrs. Healey addressed the board with some the SWEA concerns and would like to invite the board to sit with association to find possible solutions.

**4. Action Items**

**Personnel/Finance/Negotiations Committee**

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

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

<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- Mr. Ryan McVeigh	Harker	Teacher	-	-	Resignation	February 18, 2022
2- Ms. Noelle Siniscalchi	Harker	Teacher	-	-	Medical/Maternity Leave	On or around April 19, 2022- on or around October 24, 2022. Staff member using 1 personal day prior to birth and 20 sick days after birth
3- Ms. Kelley Stingle	Stratton	Teacher	-	-	Requesting 3 days without pay	February 15-17, 2022

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4- Ms. Caroline Floyd	District	Behavior Science Internship	-	-	Behavior Science Internship under the direction of Kari Foote/17 hours per week over 14 weeks	2021-2022 School Year
5- Ms. Makenna Marucci	Stratton	Clinical Practice from Rowan University	-	-	Clinical Practice under the direction of Lynne Bussott	Spring 2022 January 18, 2022-April 28, 2022 and Fall 2022 September 6, 2022-December 21, 2022
6- Ms. Patty Lynn	Stratton	School Nurse	-	-	Intermittent Family Leave	Remainder of the 2021-2022 school year
7- Mr. William Murray	District	Maintenance Supervisor	-	-	Retirement	April 29, 2022

**B. Stipends- Recommendation:** Dickson/Baker approve the following stipends for the 2021-2022 school year, as listed:

Name	School	Stipend Position	Amount of Stipend

**\*Contingent upon the COVID 19 Activity Level Report**

**C. Workshops- Recommendation:** Dickson/Baker approve the following workshops, as listed:

Name	Workshop	Date & Time	Cost	Estimated Travel Cost
1- Ms. Kari Foote	Handle with Care Instructor Recertification Program located in Cherry Hill	March 3, 2022/9:00 am-5:00 pm	\$450	\$0
2- Ms. Stephanie Sparks & Ms. Justine Leash	American Occupational Therapy Association 2022 Conference. San Antonio TX	March 31-April 3, 2022	\$425/person	\$500/person
3- Ms. Heather Worrell	Addressing Student Mental Health Issues- An Overview of Key Legal Requirements, Implementing Legally Defensible Protocols in Student Mental Health, Establishing Student Mental Health Protocols	January 19-20, 2022/9:00 am-3:00 pm	\$320	\$0
4- Mrs. Leigh Donato, Mrs. Carolynne Sandy, Mrs. Lorraine Campbell, Mrs. Jennifer Boston, Mrs. Jamie Flick and Dr.	Marzano Conference	June 21-24, 2022, Orlando Florida	\$689/person	Up to \$2,000/person



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Walter Kappeler				
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D. Regular, Payroll, Cafeteria & Addendum Bills

Recommendation: Dickson/Baker approve for payment of **January 2022 regular and addendum bills** in the amount of **\$656,968.50** and payment of **December 2021** payroll in the amount of **\$1,425,960.39, as submitted.**

E. Recommendation: Dickson/Baker approve the Line Item Transfer for **December 2021** in the amount of **\$478,537.67, as submitted.**

F. Recommendation: Dickson/Baker approve Mr. William Murray, retiring on April 29, 2022, to be reimbursed for unused sick days. Amount to be determined at retirement date and to be paid in January 2023 (not to exceed \$8000)

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

Mrs. Rosella Musumeci	Mrs. Natalie Baker-Y	Mrs. Julie Dickson-Y
Mrs. Tamara McGovern-Y	Ms. Vivian Lane	Mrs. Erin Carroll-Y
Mrs. Kathryn Beaver-Y	Mrs. Laurie Cecala-Read-Y	Mrs. Gina Azzari-Y

**Curriculum, Policy, Community Relations Committee**

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

B. Recommendation: Baker/Dickson approve Hospital-Based instruction for (#2991917108) by Brookfield Schools at \$38/hour, as per IEP and contract, **as submitted.**

C. Recommendation: Baker/Dickson approve Out of District placement at Bankbridge Development Center effective January 10, 2022, per IEP, for the following students:

- 9810440169
- 8781449809

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

Mrs. Rosella Musumeci	Mrs. Natalie Baker-Y	Mrs. Julie Dickson-Y
Mrs. Tamara McGovern-Y	Ms. Vivian Lane	Mrs. Erin Carroll-Y
Mrs. Kathryn Beaver-Y	Mrs. Laurie Cecala-Read-Y	Mrs. Gina Azzari-Y

**Operations**

**NOTHING TO REPORT**

**Delegates:**

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

**6. Adjournment**

Recommendation: McGovern/Baker approve the adjournment of meeting.  
Board action needed: Yes Time: 7:03 pm  
(All yes, motion to carry 7-0)

**Respectfully submitted,**



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

**Next Meeting(s).**

**February 9, 2022**

**Board/Committee Meetings as scheduled**