

Minutes
February 8, 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

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

Quorum: 6-3/6:01 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

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
- 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: Beaver/Lane 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 6-0)

Baker arrived to meeting at 6:07 pm to make Quorum 7-2

- 2) Recommendation: Barbara/Beaver approve to return to **Regular Session**.
Board action needed: Yes Time: 6:35 pm
(All yes, motion to carry 7-0)

C. Flag Salute

D. Adoption of Agenda

Recommendation: Lane/Beaver approve the adoption of the agenda, **as presented**.
Board action needed: Yes
(All yes, motion to carry 7-0)

E. Approval of Minutes

Recommendation: Barbara/Baker approve the regular and executive session minutes dated [January 18, 2023](#), **as submitted**.
Board action needed: Yes
(All yes, motion to carry 7-0)

2. Presentations

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

1) **Walter Hill School**

Grade 6

- Miguel Bentancur
- Luis Rosales
- Luke Gilliland
- Nia Alteros
- Abigail Harrison
- Kayla Cabana

2) **Charles G. Harker School**

Grade 3

- Emma Johnston
- Max Miller

Grade 4

- Rumaisa Qazi
- Joseph Maroney

Grade 5

- Aria Vine
- Alyssa Cetkowski

3) **Gov. Charles Stratton School**

Grade 1

- Elba Damast Servais
- Joseph Morgan

Grade 2

- Macie Nicotra
- Jackson DeMartin

4) **Margaret Clifford School**

Preschool

- Amreet Kaur
- Ever Shine

Kindergarten

- Yana Brahmhatt
- Bryson Wilding

B. MLK Celebration Essay & Art Winners

5th/6th Essay	1st Place	Laila Esfahani
5th/6th Essay	2nd Place	Alexis Schmidt
5th/6th Essay	3rd Place	Utah Watson
5th/6th Art	1st Place	Julianna Reitz
5th/6th Art	2nd Place	Brady Lee
5th/6th Art	3rd Place	Malia Gregg
3rd/4th Essay	1st Place	Maya Lazo
3rd/4th Essay	1st Place	Rumaisa Qazi
3rd/4th Essay	2nd Place	Mekenna Willey
3rd/4th Art	1st Place	Lochlan Fitzgerald

3rd/4th Art	2nd Place	Grayson Harder
3rd/4th Art	3rd Place	Isabella Kwong
1st/2nd Art	1st Place	Anaya Patel
1st/2nd Art	2nd Place	Savannah Casperson
1st/2nd Art	3rd Place	Olivia Pollard

3. Communication

A. Superintendent

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1) Superintendent Updates

- 100th Year Celebration- April 27, 2023 at 6:00 pm
- PTO Basketball- Thank you to all the staff and team members that participated in the Harlem Wizards game. Wishing Noel Lane a speedy recovery. Thank you to the parents and families who came out and supported this event.
- TECHSPO- NJASA
- Regionalization Study- with sending districts to Kingsway. More information to come after reviewing the 160 page document.

Shout Outs!

- Shout out to the Educational Support Person of the Year (ESP's)

Clifford	Kelley Weick
Stratton	Amy Hay
Harker	Fred Jamison
Hill	Bard Nitkowski
- Shout out to Walt Sandy, thank you for building the border for our new Stellar Comet display!
- Shout out to Steve Gaddy, he has done a really great job for the Clifford School, always providing a helping hand whenever and wherever needed.
- Shout out to Ms. Linsley Shainline! Happy School Counselor Week! She is a ray of sunshine for the staff, students, and families at the Clifford School.
- Shout out to the Tech Department for having an answer to every question! Grateful to work with such a dependable and knowledgeable group of people.
- Shout out to our Instructional Coaches for all the work you do directly with the teachers and all the work you do behind the scenes to support us all.

- Thank you to Rebekah Schultz for planning an Eagles Day picture!
- Thank you to Tara Roberto for creating a wonderful opportunity for the students for become immersed in the world of butterflies.
- Thank you to the Harker Cheer Committee for planning an awesome tailgating party for the staff.
- Thank you to the Harker School Book of the Year Committee for making the program a success!

2) District Enrollment

a) Report, **as submitted**

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

3) Correspondence

- **Thank you- The DiBella Family**
- **Thank you- Sieu Nguyen**

4) OPRA Log

Document (s) Requested	Who Requested	Date Received	Date Completed
1- RFP Proposal Submission from Vendor ESS for RFP 2022-2	Amanda Sharpe- Children's Therapy Services	January 17, 2023	January 18, 2023

B. District Administration

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

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

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

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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

- Thank you to the board members
- Requesting to hold off on approving the calendar. The SWEA like to discuss with the board/administration about making some changes
- Reminder of Warehouse Meeting on March 2, 2023

2- Mr. Yusuf Fluellen- HELP Inc.

- 100th Year Celebration- One of their board members mother graduated from Hill and they would love to bring her to the celebration.
- Attended the Wizard Game- suggested the PTO to set aside some time slots and raffle them off to community members
- Thank you so much for allowing us to have our MLK Celebration- staff was amazing.

4. Action Items

Personnel/Finance/Negotiations Committee

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

Negotiations Committee Meeting Report, (Chairperson) Natalie Baker

- *Discussed the status of the Health Insurance Options*
- *Budget Review*

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

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

Name	Position/ Cert	Salary	Budget Acct #	Action	Effective Date
1- Leah Viscusi	LTS	\$125/day (days 1-20) \$200/day (days 21+)	11-000-262-107-000-00	Long Term Sub for ID #5001	January 31, 2023-May 16, 2023
2- Richard Riskie	LTS	\$125/day (days 1-20) \$200/day (days 21+)	11-000-262-107-000-00	Long Term Sub for ID #4758	TBD- Pending completion of ALL State required paperwork
3- Erin Seibert	Teacher	-	-	Requesting 3 Unpaid Days	May 24, 25, 26, 2023
4- Sue Manning	Teacher	-	-	Requesting 2.5 Unpaid Days	June 1 (half day), 2, 5, 2023

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5- Donna DeMareo	Paraprofessional	-	-	Requesting 3 Unpaid Days	April 14, 15 & 17, 2023
6- Debbie Hannold	Teacher	-	-	Requesting 3 Unpaid Days	February 15, 16, 17, 2023
7- Maria Gialloreto	District	-	-	Resignation	March 22, 2023
8- Alexander Walker	Student Teacher	-	-	Intermediate Field work under the direction of Jessie Clifford/Dan Owen	January 17, 2023-May 5, 2023
9- Employee ID #4732	Teacher	-	-	Medical Leave	February 6, 2023- on or around March 20, 2023

B. Stipends- Recommendation: Lane/Barbara approve the following stipends for the 2022-2023 school year, as listed:

Name	School	Stipend Position	Amount
1- Morgan Smith	Stratton	Assistant 2 nd Grade Drama Director (Replacing ID #4948)	\$1250

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

Name	Workshop	Date & Time	Cost	Estimated Travel Cost
1- Catherine Reichardt, Alexis Penn, Erika Slowicki, Gwen Waggoner & Amy Hay	The Meaningful Speech Course	22 Hour Virtual Course	\$349/person	\$0
2- Diane Thomas, Kari Foote, Jocelyn Scott	Connors 4 th Edition Training	80-minute Virtual PD	\$55/person	\$0
3- Diane Thomas, Alayna Pasztaleniec	Handle with Care 3 Day Initial Certification Training	February 27, 28 & March 1, 2023/8:30-4:30p,	\$1375/per person	\$0
4- Steve Jakubowski	NJASBO Conference	June 7-10, 2023	\$275	\$200
5- Jeni Boston, Nick Leypoldt, Marissa Smith & Anna Baldwin	Co-Teaching & Collaboration	February 24, 2023/8:00 am-1:30 pm	\$149/person	\$0
6- Jamie Flick, Jennifer Garcia-Griffin	Using Science of Reading in New Jersey Schools hosted by Amplify	March 22, 2023/9:00 am-3:00 pm	\$0	\$0

D. Recommendation: Lane/Barbara approve the [Board Secretary's Report](#) in accordance with 18A: 17-36 and 18A: 17-9 for the month of **December 2022**. 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 **December 2022**. The Reconciliation Report and Board Secretary's Report are in agreement for the month of **December 2022**.

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: Lane/Barbara approve for payment of **February 2023 regular and addendum bills** in the amount of **\$768,550.49** and payment of **January 2023 payroll** in the amount of **\$1,528,532.05, as submitted**.

F. Recommendation: Lane/Barbara approve the **Line-Item Transfer** for **January 2023** in the amount of **\$154,173.25, as submitted**.

G. Recommendation: Lane/Barbara approve the following **Tuition Reimbursements** for the 2022-2023 school year, **as submitted**.

Board action needed: Yes (Roll Call Required)

(All yes, motion to carry 7-0)

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

Curriculum, Policy, Community Relations Committee

Committee Meeting Report, (Chairperson) Natalie Baker

- ***Reviewed Policies being approved for 2nd Reading***
- ***Black History Month Celebrations***
- ***February In-service***
- ***Kindness Challenge***
- ***Personnel Updates***

A. Recommendation: Baker/Lane approve the First Lego League, Gifted & Talented and Student Leader members to participate in the Gloucester County Annual Clean-Up Day on Saturday, April 22, 2023.

- B. Recommendation: Baker/Lane approve the Philadelphia Rebels Ice Hockey Team to be guest readers during Read Across America Week.
- C. Recommendation: Baker/Lane approve the Collaborative Agreement with New Jersey Council for Inclusive Education, costs to be determined according to need, as needed an appropriate to support children with disabilities.
- D. Recommendation: Baker/Lane approve Kindergarten Round Up on March 9, 2023 (Snow Date March 23, 2023) from 6:30-8:00 pm at the Clifford School.
- E. Recommendation: Baker/Lane approve to accept the **SSDS** (Student Safety Data System) information for July 1, 2022-December 31, 2022, **as submitted**.
- F. Recommendation: Dickson/Beaver approve to table the **2023-2024 school calendar, as submitted. (Tabled)**
 (All yes, motion to carry 7-0)
- G. Recommendation: Baker/Lane approve Brookfield Schools to provide Hospital-Based Instruction for (#5433467280) through cooperative agreement (\$38/hour).
- H. Recommendation: Baker/Lane approve the following Spring Clubs for the 2022-2023 school year, as per contract rate of \$38/hour:

Teacher (s)	School/Grades	Club Name	Dates
1- Anna Baldwin	Hill/6 th	STEM Building Challenges- Students will engage in individual and small group building challenges using various materials	3/8, 3/23, 3/29, 4/12, 5/3, 5/4, 5/10, 5/24, 5/25, 5/31
2- Heather Dougherty & Dana Cheadle	Harker/3 rd -4 th	Theater Games- Students will learn different games and practice improv. skills	11 Thursday Session from March 7, 2023-May 23, 2023
3- Katie Richer	Hill/6 th	Poetry Club- Students will be expressing themselves through the elements of poetry	3/8, 3/15, 3/22, 3/29, 4/12, 4/19, 4/26, 5/3, 5/10, 5/24
4- Samantha Regina	Hill/6 th	Spring Fitness & Activity Club	3/1, 3/8, 3/15, 3/22, 3/29, 4/12, 4/19, 4/26, 5/3, 5/10, 5/17

- I. Recommendation: Baker/Lane approve the Handle with Care training or re-training for the following staff:

Paraprofessionals/Aides \$25/hour	Teachers/Related Services/CST \$38/hour
Kalie Thomas	Catherine Reichardt
Maysoun Barouki	Alayna Pasztalaniec
Diamond Brown	Jessie Deopp
	Diane Thomas

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	Alexis Penn
	Melissa Pace
	Kristen Gutelius

J. Recommendation: Baker/Lane approve the following teachers to provide Homebound Instruction at \$38/hour, per contract:

- Morgan Baals for (#7287406781)
- Haylee Dawson for (#1072278876)

K. Recommendation: Baker/Lane approve the following policies for 2nd Reading, **as submitted**.

- [0152](#) Board Officers
- [0161](#) Call, Adjournment, and Cancellation
- [0162](#) Notice of Board Meetings
- [2423](#) Bilingual and ESL Education
- [2425](#) Emergency Virtual & Remote Instruction Program
- [5200](#) Attendance
- [5512](#) Harassment, Intimidation, or Bullying
- [8140](#) Student Enrollments
- [8330](#) Student Records

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

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

Operations

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

- *2023-2024 Calendar*

A. Facility Usage Requests

Recommendation: Lane/Barbara approve Facility Usage Requests, as listed.
(Subject to submission of Insurance Certificate, and 501 documentation, and no conflict with school district activities)

Organization	School/Location	Date & Time	Activity
1- Woolwich Joint Land Use Board	Hill MPR	March 2, 2023 April 20, 2023 May 4, 2023	Planning Board Meeting for Woolwich Twp.

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		6:00pm-9:00 pm	
2- S/W Parks & Recs	Hill MPR	April 14, 2023 6-9 pm	Little League Movie Night
3- S/W Little Theater	Harker Music Room	May 25, 2023 5-8 pm	Rehearsals & Performances
	Stratton School	June 26, 2023-July 27, 2023	

B. Recommendation: Lane/Barbara approve the following Facilities Checklist for the 2022-2023 school year, **as submitted**.

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

C. Recommendation: Lane/Barbara approve the updated [Long-Range Facility Plan](#) per Garrison Architect, for the 2022-2023 school year, **as submitted**.

Board action needed: Yes (Roll Call Required)

(All yes, motion to carry 7-0)

Natalie Baker-Y

Julie Dickson-Y

Tamara McGovern

Vivian Lane-Y

Erin Carroll-Y

Kathryn Beaver-Y

Laurie Cecala-Read

Marie Barbara-Y

Gina Azzari-Y

Delegates:

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

6. Adjournment

Recommendation: Baker/Barbara approve the adjournment of meeting.

Board action needed: Yes

Time: 7:25 pm

(All yes, motion to carry 7-0)

Respectfully submitted,



Mr. Steven Jakubowski
Board Secretary/SBA

Next Meeting(s)

March 22, 2023

Board/Committee Meetings as scheduled

