

**Minutes**  
**December 7, 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. 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
<input checked="" type="checkbox"/> Tamara McGovern	Curriculum Committee
<input checked="" type="checkbox"/> Vivian Lane	(Chair) Personnel/Finance, Negotiations Committees
<input checked="" type="checkbox"/> Erin Carroll	Personnel/Finance Committee
<input checked="" type="checkbox"/> Kathryn Beaver	Curriculum Committee
<input checked="" type="checkbox"/> Laurie Cecala-Read	Operations, Negotiations Committees
<input checked="" type="checkbox"/> Marie Barbara	Operations Committee

Quorum: 9-1/6:02 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

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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: \_\_\_\_\_
- 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: McGovern/Baker 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 9-0)
  
- 2) Recommendation: Baker/Cecala-Read approve to return to **Regular Session**.  
Board action needed: Yes Time: 6:22 pm  
(All yes, motion to carry 9-0)

C. Flag Salute

D. Adoption of Agenda

Recommendation: McGovern/Baker approve the adoption of the agenda, **as amended. (Removing Item "G" under Curriculum)**

Board action needed: Yes  
(All yes, motion to carry 9-0)

E. Approval of Minutes

Recommendation: Baker/Cecala-Read approve the regular and executive session minutes dated **November 16, 2022**, **as submitted**.

Board action needed: Yes  
(Motion to carry 8-0-1- Lane abstained)

## **2. Presentations**

A. Stellar Comet of the Month- **November, 2022**

1) **Walter Hill School**

Grade 6

- Thane Dodulik
- Giselle Gregory
- Utah Watson
- Lyla Murphy
- Lauren Wiley

2) **Charles G. Harker School**

Grade 3

- Benjamin Allen
- Isabella Kwong

Grade 4

- Camila Cadena Maciel
- David Beety

Grade 5

- Aubrey Cahill
- James Perrotto

3) **Gov. Charles Stratton School**

Grade 1

- Liam McKee
- Olivia Pollard

Grade 2

- Ethan Dalton
- Avery Tisa

4) **Margaret Clifford School**

Preschool

- Scarlett Leverich
- Kyle Tate

Kindergarten

- Laiken Burke
- Lucas Nolan

### 3. Communication

A. Superintendent

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

1) Superintendent Updates

- Thank you to the PTO for providing the opportunity to our students to shop at the Holiday Shop.
- Thank you to Deb and Cooper Allen for creating a 2000 Bulletin Board and as part of our 100<sup>th</sup> Year Celebration they are going to the bulletin board throughout the decades. It is located in the Stratton School outside the gym. Please check it out!
- What an honor and privilege it is to announce our Teacher of the Year. Congratulations to:
  - Clifford School- Mrs. Conrad
  - Stratton School- Mrs. McGinley
  - Harker School- Ms. Ogbin
  - Hill School- Mr. Owen
- The Educational Support Staff will be announced at the next board meeting. They have been selected, however, not all have been notified.

*Board president, Gina Azzari, congratulated the winners on behalf of the board.*

Shout Outs!

- Brielle Scott and Rebecca Murray for creating kits for classrooms that students may use if they need a quick break or a chance to refocus. The kit includes manipulatives and directions so students can complete the activities independently & return to their activities quickly.
- "A big shout out to the Stratton Comet Care Staff and their quick thinking and excellent response to an emergent situation on Friday, November 18 at the Stratton School. Most of these individuals are former SWSD students. We are extremely proud of their management of this incident and even more proud of the amazing young men and women they have become.
- "Many thanks to Janeen Buirch and Pat Titus for running Stratton's American Education Week Family activity. Parents and students came together to enjoy a fun-filled STEM activity involving the construction of a paper airplane. The competition during the test flight stage was intense but everyone had a terrific time."
- Shout out to the Tech Department for supporting our new staff and making sure we had what we needed for our Paint Night!
- Shout out to Rachel Ryman for running here, there, and everywhere to support students. We are grateful for all you do.

2) District Enrollment

- a) Report, **as submitted**

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

3) Correspondence.

- a) [Thank you- Lauren Fox](#)  
b) [Thank you- Debbie Gambino](#)

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 (Chairperson) Vivian Lane*

*Negotiations (Chairperson) Natalie Baker*

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

**A. Personnel- Recommendation:** McGovern/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- Zineb Hnini	Harker	LPC	\$14.00/hour	11-000-262-107-000-00	Location change from Hill to Harker	December 8, 2022
2- Melissa Pace	Stratton	Teacher	-	-	Intermittent Leave	2022-2023
3- Nicole Collins	Hill	Teacher	-	-	Medical/Maternity Leave	On or around January 16, 2023- September 2023/requesting use of 37 sick days
4- Tristan Anichino	Stratton	Teacher	-	-	Medical/Maternity Leave	On or around February 1, 2023-May 15, 2023/ requesting use of 5 sick days and 3 personal days
5- Justine Dittert	Harker	Teacher	BA+15/ \$52,480	11-120-100-101-000-00-080	Lane change to BA+30	December 8, 2022
6- Caroline Floyd	Harker	Graduate Student from Rowan University	-	-	Conduct her graduate action research project/January 2023-April 2023	20 hours

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7- Joanne Ragen	Clifford	Teacher	-	-	Retirement	January 1, 2023
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**B. Workshops- Recommendation:** McGovern/Baker approve the following workshops, as listed:

Name	Workshop	Date & Time	Cost	Estimated Travel Cost
1- Jamie Flick & Darrell Ford	TECHSPO 23	January 25-27, 2023	\$515/person	\$100/person
2- Jamie Flick, Jennifer Garcia-Griffin and Jeni Boston	Breaking Bias- Lessons from Amistad by NJ State Bar Foundation	January 10, 2023/9:00am-3pm	\$0	\$0
3- Steve Jakubowski	BA Certification Courses	Saturday's January 7, 2023- May 20, 2023/9am-2pm	\$1190	\$0

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

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

Recommendation: McGovern/Baker approve for payment of **December 2022** regular and addendum bills in the amount of **\$1,042,646.23** and payment of **November 2022** payroll in the amount of **\$1,451,527.48, as submitted.**

**E. Recommendation:** McGovern/Baker approve the [Line Item Transfer](#) for **November 2022** in the amount of **\$51,321.93, as submitted.**

**F. Recommendation:** McGovern/Baker approve to accept the following donations from the Swedesboro-Woolwich PTO:

- Clifford School \$ 11,797.80
- Stratton School \$ 19,096.40
- Harker School \$ 21,115.75
- Hill \$ 8,303.00

Board action needed: Yes (Roll Call Required)

(All yes, motion to carry 9-0)

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

**Curriculum, Policy, Community Relations Committee**

***(Chairperson) Natalie Baker***

- A. Recommendation: McGovern/Baker approve Brookfield Schools to provide Hospital-Based Instruction for (#7300464046) as per contract, per IEP.
- B. Recommendation: McGovern/Baker approve the [ESL After School Tutoring Program](#) for grades 1 and 2 and ELL students. The program will run from January 9, 2023 through April 26, 2023, **as submitted.**
- C. Recommendation: McGovern/Baker approve the Marzano Administrative Evaluation Framework Tool for CAO, Instructional Facilitator, Director of Special Services, Administration and Instructional Coaches for the 2022-2023 school year.
- D. Recommendation: McGovern/Baker approve Out of District Placement for (#8355) at LARC School, per IEP.
- E. Recommendation: McGovern/Baker approve Hospital-Based Instruction for (#2195719186) with Brookfield Schools, per contract.
- F. Recommendation: McGovern/Baker approve May Barouki to support (#7673188706) to participate in the Harker Drama Club, per IEP, per contracted rate of \$25/hour.

Board action needed: Yes (Roll Call Required)

(All yes, motion to carry 9-0)

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



**Operations**  
**(Chairperson) Julie Dickson**

- A. Recommendation: Lane/Baker hereby approves a contract with Honeywell International Inc. for the [NJ Clean Energy SSBVEEV Replacement Grant](#) Work for a price not to exceed \$2,706,580 to provide and install the additional ventilation related Energy Conservation Measures identified, in a form approved by the Board's General Counsel and subject to availability of funding; the Board President, Superintendent and/or the Business Administrator/Board Secretary are authorized to execute the change order such on behalf of the Board of Education; and the signature or signatures thereon are conclusive proof of the required review and approval of the contract, **as submitted**.

Board action needed: Yes (Roll Call Required)  
(All yes, motion to carry 9-0)

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

**Delegates:**

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

**6. Adjournment**

Recommendation: McGovern/Cecala-Read approve the adjournment of meeting.  
Board action needed: Yes  
(All yes, motion to carry 9-0) Time: 6:49 pm

**Respectfully submitted,**



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

**Next Meeting(s)**

**January 4, 2023**

**Board/Committee Meetings as scheduled**