

Minutes
October 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

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. Julie Dickson	(Chair) Operations Committee
Mrs. Tamara McGovern	Curriculum Committee
<input checked="" type="checkbox"/> 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
<input checked="" type="checkbox"/> Mrs. Marie Barbara	Operations Committee

Quorum: 8-1/6:01 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: _____
- 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: _____ Docket No. CO-2018-261 _____
- 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: Baker/Cecala-Read 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 8-0)

- 2) Recommendation: Baker/Dickson approve to return to **Regular Session**.
Board action needed: Yes Time: 6:31 pm
(All yes, motion to carry 8-0)

C. Flag Salute

D. Adoption of Agenda

Recommendation: Baker/Cecala-Read 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/Lane approve the regular and executive session minutes dated **September 14, 2022, as submitted**.
Board action needed: Yes
(All yes, motion to carry 8-0)

2. Presentations

A. Hill Student Ambassador Recognition for the following students:

- Quinten Balback
- Thane Dodulik
- Avery Farina
- Emma Franzosa
- Jenna Frederick
- Norah Gradel
- Natalia Henson
- Aubrey Horton
- Myles Robinson
- Utah Watson
- Reese Yarborough

B. Spring 2022 NJSLA Results- Jamie Flick

Board member, Erin Carroll, thanked Mrs. Flick for providing the information. Breaking down the information was very helpful. Erin asked if we are looking at surrounding schools for comparison? Mrs. Flick explained that yes, the surrounding districts share the data with each other Mrs. Flick will share the comparison chart with the board once it is completed.

Board member, Julie Dickson, asked how often the IReady is used? Mrs. Flick explained that there is a Diagnostic Assessment the students take in Fall, Winter and Spring. The online program places the students on “My Learning Path” program. The students will complete the program. As they complete the lessons the program will move them on to the next skills.

Board president, Gina Azzari, asked what areas IReady Assess? Mrs. Flick explained to the board that in ELA is phonics, vocabulary, comprehension and oral expression and Math is numbers & operations, geometry and algebra.

3. Communication

A. Superintendent

“A Community dedicated to inspiring life-long learners”

1) Superintendent Updates

Updates:

- National Principal Appreciation Month- we have the finest principals. Please take the time to acknowledge them.
- Thank you to Faculty and Administration for our Back to School Nights. It was a great 4 Nights!
- Congratulations to our Business Office on their audit last week. They were well prepared. Usually the audit takes about 3 weeks. The audit was completed in 1 week. Great job Steve Jakubowski and team.
- Finishing up our Start Strong Assessment at Hill. Kudos to students and staff for battling through.
- Thank you to our Tech Team for having everything up and running for the Start Strong Assessments.
- Strategic Planning- spoke with consultant and they should have something to us within the next week to review.
- ESIP Committee Meeting on agenda for approval tonight.

Shout Outs!

- Shout out to the Clifford and District maintenance department for repairing our playground fencing, installing cabinetry, and most of all helping organize and clear the Clifford stage!
- Shout out to our Clifford PTO for a very successful Book Fair!
- Shout out to the Hill Staff for a wonderful Back to School Night!
- Shout out to the SWPTO for the organization, time, and tremendous effort that went into Hill's Mum Sale!
- Shout out to the PTO for a Fantastic Stratton Book Fair! Family Fun Night was also a huge hit. Thank you for all of the hard work that went into this fun-filled evening. Everyone had a great time!
- Shout out to Mrs. Colleluori, Mrs. Minnitti, Mrs. Healey, Mrs. Shultz, and Mr. Biddle for welcoming Deptford visiting staff into their classrooms to see Big Ideas Math in action.
- Shout out to our students, teachers, administration and parents for our fabulous NJSLA Scores

2) District Enrollment

a) Report, **as submitted**

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

3) Correspondence.

- [HEADstrong Foundation](#)- Thank you
- [Barbara Costantini](#)- Thank you
- [Maria Sohn](#)- Thank you
- [Heather Worrell & Family](#)- Thank you

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) Ms. Vivian Lane

- **Fulton Bank Presentation- school accounts**
- **Addition .13 minimum wage increase- effect about 30 staff members**

Negotiations Committee Meeting Report, (Chairperson) Mrs. Natalie Baker

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

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

Name	School	Position/ Cert	Salary	Budget Acct #	Action	Effective Date
1- Ms. Emily Coughlin	Hill	Teacher	-	-	Requesting day without pay	September 28, 2022
2- Ms. Tara McCloskey-Farmer	Stratton	Teacher	-	-	Requesting day without pay	October 24, 2022
3- Mr. Darrell Ford	District	Coach	-	-	Revised day without pay	October 28, 2022
4- Ms. Jean Owens	Harker	Paraprofessional	-	-	Extension of Medical Leave	Return to work October 18, 2022
5- Ms. Cristina Albert	Clifford	Teacher	-	-	Maternity Leave	On or about April 2, 2023 returning September 2023. Requesting use of sick days after birth of child- number of days TBD at the end of the year
6- Ms. Alexis Cleary	Clifford	LTS	-	-	Resignation	October 7, 2022
7- Ms. Michelle Granstrom	Hill	Special Education/ICR	MA/Step 13 \$71,725	11-213-100-101-000-00-060	New Hire	TBD- pending completion of ALL state required paperwork
8- Ms. Lindsay Melon	Hill	Special Education/ICR	MA+15/Step 13 \$72,425	11-213-100-101-000-00-060	New Hire	TBD- pending completion of ALL state required paperwork
9- Ms. Sally McQuade	Hill	LPC	\$14/hour	11-000-262-107-000-00	New Hire	TBD- pending completion of ALL state required paperwork

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10- Ms. Theresa Sisca	Hill	LPC	\$14/hour	11-000-262-107-000-00	New Hire	TBD- pending completion of ALL state required paperwork
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B. Stipends- Recommendation: Baker/Beaver approve the following stipends for the 2021-2022 school year, as listed:

Name	School	Stipend Position	Amount of Stipend
1- Ms. Denise Barr	Stratton	Remove from Stratton I&RS Committee	\$0
2- Ms. Caroline Smith	Stratton	I&RS Committee Member	\$700

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

Name	Workshop	Date & Time	Cost	Estimated Travel Cost
1- Ms. Kristen Sanders	NJ Association of Learning Consultants, Fall Symposium	October 20-21, 2022	\$180	\$0
2- Ms. Kari Foote	Autism Conference	October 20-21, 2022/9:00am-3:45pm	\$500	\$0

D. Recommendation: Baker/Beaver approve the Board Secretary's Report in accordance with 18A: 17-36 and 18A: 17-9 for the month of **July 2022** and **August 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 **July 2022** and **August 2022**. The Reconciliation Report and Board Secretary's Report are in agreement for the month of **July 2022** and **August 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: Baker/Beaver for payment of **October 2022 [regular and addendum bills](#)** in the amount of **\$1,149,895.60** and payment of **September 2022** payroll in the amount of **\$1,473,203.67, as submitted.**

F. Recommendation: Baker/Beaver approve the **Line Item Transfer** for **September 2022** in the amount of **\$32,028.79, as submitted.**

G. Recommendation: Baker/Beaver approve the settlement agreement in the Swedesboro-Woolwich Board of Education and Swedesboro-Woolwich Education Association, PERC Docket No. CO-2018-261, **as submitted.**

H. Recommendation: Baker/Beaver approve the Minimum Wage increase from \$14.00/hour to \$14.13/hour as required by state law, effective 1/1/2023.

I. Recommendation: Baker/Beaver approve the Tuition Reimbursements for the 2022-2023 school year, **as submitted.**

J. Recommendation: Baker/Beaver approve the closing of the Flexible Spending Account ending in 7777, with the balance of \$505 being transferred to the General Fund Account ending in 3418.

K. Recommendation: Baker/Beaver approve the transition of the School District's Fulton bank accounts to the Government Hybrid Account structure, **as submitted.**

L. Recommendation: Baker/Beaver approve to accept the following Amazon donations:

- 25 Backpacks
- 2 classroom boxes of crayon
- 2 classroom boxes of markers
- Miscellaneous supplies

Board action needed: Yes (Roll Call Required)

(Motion carries: 8-0 for A-F, H-L; 6-0-2 for G- Beaver and Azzari abstain)

Mrs. Natalie Baker-Y

Mrs. Julie Dickson-Y

Mrs. Tamara McGovern

Ms. Vivian Lane-Y

Mrs. Erin Carroll-Y

Mrs. Marie Barbara-Y

Mrs. Laurie Cecala-Read-Y

Mrs. Kathryn Beaver- Yes for A-F, H-L; Abstain from G

Mrs. Gina Azzari- Yes for A-F, H-L; Abstain from G

Curriculum, Policy, Community Relations Committee
Committee Meeting Report, (Chairperson) Mrs. Natalie Baker

- ***Mrs. Flick gave a detailed presentation on the Spring 2022 NJSLA Results***

- A. Recommendation: Baker/Lane approve the HIB Self-Assessment for the 2021-2022 school year, for the following schools, **as submitted**:
- [Clifford School](#)
 - [Stratton School](#)
 - [Harker School](#)
 - [Hill School](#)
- B. Recommendation: Baker/Lane approve the Swedesboro-Woolwich Board of Education member, Marie Barbara, to attend the NJSBA Workshop 2022 October 24, 2022 through October 26, 2022.
- C. Recommendation: Baker/Lane approve Morgan Baals to provide Homebound Instruction for (#7287406781) at \$38/hour, as per contract.
- D. Recommendation: Baker/Lane approve the submission of the Gifted and Talented Service Report for the 2022-2023 school year.
- E. Recommendation: Baker/Lane approve Harker Gifted & Talented and FLL students to participate in the Woolwich Township Clean-Up on Saturday October 29, 2022.
- F. Recommendation: Baker/Lane approve the following LPC's to attend a 2-hour CPR Recertification training on October 20, 2022:
- Gayle Johnson
 - Barry Mesmer
 - Jen Cardone
 - Patty Lynn
 - Cristy DiBella
 - Joanne Ragen
 - Christina McClernan
 - Pat Titus
 - Pam Moore
 - Eileen Mission
 - Brian Lockman
 - Nick Leypoldt

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- Marissa Smith
- Chris Lewis- Trainer

G. Recommendation: Baker/Lane approve the following 2022 Fall Afterschool Clubs:

Teacher	School	Club Name	Grades	Dates
1- Ms. Morgan Baals	Stratton	Social Community Friendship Club	1 st & 2 nd	Wednesday (Fall 2022)
2- Mr. Chris Lewis	Harker	First Aid Club	5 th	11/29, 12/1, 12/6, 12/13, 12/20, 1/5, 1/10, 1/12, 1/17, 1/24
3- Mr. Chris Lewis	Harker	Safe Sitters Club	5 th	11/28, 11/30, 12/5, 12/7, 12/12, 12/14, 12/19, 1/4, 1/9, 1/11
4- Ms. Anne Dorety	Harker	Conservation Club	3 rd -5 th	Wednesday (Fall 2022)
5- Ms. Samantha Regina, Ms. Jessie Clifford & Ms. Emily Coughlin	Hill	Creative Writing Club	6 th	Wednesday (Fall 2022)

H. Recommendation: Baker/Lane approve the following staff members for Collaborative Pro-Active Solutions Training for the 2022-2023 school year, not to exceed \$300/person:

- Carolynne Sandy
- Lorraine Campbell
- Jennifer Garcia-Griffin
- Jacquelyn Traini
- Kari Foote
- Jamie Flick
- Walter Kappeler

I. Recommendation: Baker/Lane approve the following policy for 1st reading, **as submitted**:

- [5512](#) Revised Harassment, Intimidation, and Bullying
- [8550](#) Meal Charges/Outstanding Food Service Bill

Board member, Laurie Cecala-Read, on Policy #8550 what option are we choosing and also, it suggests that we will deny children of food if their account is not paid.

What is our stance on that?

Dr. Kappeler explained that we will never deny food to any child. The verbiage can be changed before the approval for the 2nd Reading.

J. Recommendation: Baker/Lane approve the following policy for 2nd reading, **as submitted**:

- [2425](#) Emergency Virtual or Remote Instruction Program

Board action needed: Yes (Roll Call Required)

Swedesboro-Woolwich Board of Education

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(Motion carries: 8-0 for A, C-H, J: 7-0-1 for B- Barbara abstain; 6-0-2 for I- Lane & Dickson abstain)

- | | | |
|--|---------------------------|---------------------|
| Mrs. Natalie Baker-Y | Mrs. Tamara McGovern | Mrs. Erin Carroll-Y |
| Mrs. Kathryn Beaver-Y | Mrs. Laurie Cecala-Read-Y | Mrs. Gina Azzari-Y |
| Mrs. Marie Barbara- Yes for A, C-H, I-J abstain from B | | |
| Ms. Vivian Lane- Yes for A-H, J abstain from I | | |
| Mrs. Julie Dickson- Yes for A-H, J abstain from I | | |

Operations

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

- **Honeywell- ESIP**
- **Solar**

A. Facility Usage Requests

Recommendation: Baker/Beaver 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- S/W Parks & Recs	Harker Cafeteria	March 31, 2023/6:00-9:30	Mother-Son Mixer
2- National Inventions	Stratton	July 10-13, 2023	Camp Inventions

B. Recommendation: Baker/Beaver approve the resolution hereto adopting the **Energy Savings Plan**, as submitted.

Board President, Gina Azzari, explained that additional grant money was found so the district will be able to make a lot of needed updates with no extra cost.

C. Recommendation: Baker/Beaver approve the resolution hereto authorizing the **Solar Power Purchase Agreement** with HESP Solar, LLC, as submitted.

D. Recommendation: Baker/Beaver approve the resolution hereto authorizing the lease purchase financing for the **Energy Savings Improvement Program**, as submitted.

E. Recommendation: Baker/Beaver approve the **Health & Safety Evaluation Checklist SOA** for the 2022-2023 school year, as submitted.

- F. Recommendation: Baker/Beaver approve the agreement between [Coastal Environmental Compliance](#), LLC and the Swedesboro-Woolwich Board of Education to complete mercury vapor testing for the 2022-2023 school year, **as submitted**.

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

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

Delegates:

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

6. Adjournment

Recommendation: Baker/Carroll approve the adjournment of meeting.

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

Time: 7:19 pm

Respectfully submitted,



Mr. Steven Jakubowski
Board Secretary/SBA

Next Meeting(s)

November 16, 2022

Board/Committee Meetings as scheduled