

Minutes
September 14, 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. Reading of Oaths to Office- New Elected Member
(Publicly read oaths)

- Mrs. Marie Barbara

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
<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: 8-1/6:02 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

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: Baker/Cecala-Read approve to enter into **Executive Session** for the purpose of discussing/reviewing items as noted above.
Board action needed: Yes Time: 6:04 pm
(All yes, motion to carry: 8-0)

- 2) Recommendation: Dickson/Lane approve to return to **Regular Session**.
Board action needed: Yes Time: 6:34 pm
(All yes, motion to carry: 8-0)

E. Flag Salute

F. 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)

G. Approval of Minutes

- Recommendation: Baker/Dickson approve the regular and executive session minutes dated **August 10, 2022, as submitted**.
Board action needed: Yes
(Motion to carry: 7-0-1- Barbara abstained)

2. Communication

A. Superintendent

"A Community dedicated to inspiring life-long learners"

1) Superintendent Updates

- Thank you to the Summer Crew! Administrators, Maintenance, Tech, Front Office Staff, CST and Faculty and Staff who have worked very hard to get everything ready for the new school year.
- Thank you to parent and caregivers for their patience and understanding with out hiccups the beginning of the school year.
- It is so refreshing to be able to see kids faces, no Plexiglas in the offices.
- Thank you to our Strategic Planning Committee. It was a fabulous process.
- ESIP Committee is moving along. We received our Solar RFP's.
- We met with Honeywell to discuss other projects we want to tackle with our ESIP Committee.

Minutes
September 14, 2022
Swedesboro-Woolwich Board of Education

"A Community dedicated to inspiring life-long learners"

- The board will be approving the Superintendent and Board Goals tonight. I am excited to get working on them.
- We have been working very hard with our administration team to ensure our safety procedures are in place. We met with Law enforcement both county and township levels.
- Health Benefits – Opposing Proposed Increase
- 100 Years of Educational Magic- Board President, Mrs. Azzari, wanted to thank you to Mrs. Jeni Boston for a great kickoff meeting. It is wonderful how you are trying to get the entire community to be involved in this.

Shout Outs!

- Thank you to Mr. Marty Caparros - Member of the Greater Swedesboro Kiwanis Club- He and his granddaughters donated 12 backpacks filled with school supplies for children in grades 3, 4, and 5
- Thank you to Eleni Speis for donating bookbags and supplies to the Harker School!
- Thank you to the Harker maintenance staff for their hard work to ensure the building was prepared for the opening of the 2022-2023 school year.
- Thank you to the Harker teachers who came in early to get their rooms ready for Open House! The school looked beautiful and we had lots of happy faces at Open House!
- Thank you to Mrs. Gahrs and Mrs. Nguyen who we could not do our job without! Mrs. Gahrs will be greatly missed!
- Big thanks to Ryane Dougherty, Dana Fatcher, and Lynne Bussott for all of the time put in wading through all of our curriculum materials (new and old) and making sure that every classroom was stocked and ready to go at Stratton.
- Another big thank you to Deb Statile, Tara O'Neill, Kelley Stingle, Caroline Smith, Tanis Coley and Lynda Lobascio for organizing all of the first day paperwork and making sure that the first days at Stratton were especially smooth for staff and students.
- Stratton's Arrival and Dismissal Teams Rock!! Thank you for your kindness, your efficiency, and most of all your patience as we help all of our new Stratton friends in and out of the building. We managed the rainiest first school day in years and never missed a beat!
- Thank you, Stratton Staff! All of your hard work and preparations have really paid off and we are on our way to a great school year!
- Thank you to the wonderful Hill staff for making the start of the school year a success! Thank you to Lisa Komadina and Gayle Johnson for being rockstar LPCs!

- Thank you to our maintenance crew under the leadership of Josh and Keith.

2) District Enrollment

- a) Report, **as submitted**

[Clifford Stratton Harker Hill](#)

Board President, Mrs. Azzari, questioned why we have 1st, 2nd, 3rd grades listed under the Hill School.

Dr. Kappeler explained that we have the RISE Program at the Hill School

Board President, Mrs. Azzari, questioned why most classes have 18 students and 2 classes have much larger numbers.

Dr. Kappeler explained they are 2 classes of preschool students.

3) OPRA Log

Document (s) Requested	Who Requested	Date Received	Date Completed
1- All emails containing the word "Verkada", received from or addressed to a "@verkada.com" email address. Please search between January 1, 2020 and August 17, 2022.	Conor Healy, IP Video Market	August 17, 2022	August 18, 2022

Public Comments/Visitors- None to Report

3. Action Items

Personnel/Finance/Negotiations Committee

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

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

- **ESIP Update**
- **Solar Panels**
- **Strategic Planning**
- **NJSBA Registration**
- **Health Insurance Resolution**
- **Disposal of Property**

Minutes
September 14, 2022
Swedesboro-Woolwich Board of Education
“A Community dedicated to inspiring life-long learners”

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

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

Name	School	Position/ Cert	Salary	Budget Acct #	Action	Effective Date
1- Ms. Jean Owens	Harker	Paraprofessional	-	-	Medical Leave	September 1, 2022- September 20, 2022
2- Mr. Timothy Wojciechowski	Harker	Teacher	-	-	Intermittent Family Medical Leave	September 1, 2022- June 30, 2023
3- Ms. Julie Donahue	Harker	Teacher	-	-	Requesting two days without pay	December 14 & 15, 2022
4- Ms. Anne Dorety	Harker	Paraprofessional	-	-	Requesting 1 day without pay	October 3, 2022
5- Ms. Lori Titus	Hill	Teacher	-	-	Requesting 1 day without pay	November 4, 2022
6- Ms. Cheryl Serpiello	Stratton	Teacher	-	-	Resignation	On or about October 21, 2022
7- Ms. Katuscia Penny	Hill	Teacher	-	-	Resignation	On or about November 4, 2022
8- Ms. Kelly Tonia	Hill	Teacher	-	-	Resignation	On or about November 4, 2022
9- Ms. Heather Camlin	Harker	Teacher	Step 5/MA/\$55,080	11-230-100-101- 000-00-080	New Hire (replacing Cheryl Serpiello)	On or about October 24, 2022/pending completion of ALL State required paperwork
10- Ms. Eve Persicketti	Stratton	LPC	\$14/hour	11-000-262-107- 000-00	New Hire	TBD- pending completion of ALL State required paperwork
11- Ms. Leonora Russo	Harker	LPC	\$14/hour	11-000-262-107- 000-00	New Hire	TBD- pending completion of ALL State required paperwork
12- Ms. Zineb Hnini	Hill	LPC	\$14/hour	11-000-262-107- 000-00	New Hire	TBD- pending completion of ALL State required paperwork
13- Ms. Jeanne DeVirgilio	Hill	LPC	\$14/hour	11-000-262-107- 000-00	New Hire- 3 days a week (M, W & R)	TBD- pending completion of ALL State required paperwork
14- Ms. Madison Otto	Clifford	Clinical Practice	-	-	Full Year Clinical Practice under the direction of Elisa Bitterman and Chris Zingo	2022-2023 School Year

B. Stipends- Recommendation: Cecala-Read/Baker approve the following stipends for the 2022-2023 school year, as listed:

Name	School	Stipend Position	Amount of Stipend
1- Ms. Alaine Zizzamia	Clifford	Remove as I&RS Chairperson	\$0
2- Ms. Alaine Zizzamia	Hill	Peer Mediator Advisor	\$950

Minutes
September 14, 2022
Swedesboro-Woolwich Board of Education
"A Community dedicated to inspiring life-long learners"

3- Ms. Alaine Zizzamia	Hill	I&RS Committee Member	\$700
4- Ms. Linsley Shainline	Clifford	Remove as Hill's Peer Mediator Advisor & I&RS Committee Member	\$0
5- Ms. Linsley Shainline	Clifford	I&RS Chairperson	\$1100
6- Ms. Stacey Stewart	Clifford	I&RS Committee Member	\$700
7- Ms. Kari Foote	Harker	I&RS Committee Member	\$700

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

Name	Workshop	Date & Time	Cost	Estimated Travel Cost
1- Ms. Rebecca Murray & Ms. Tiffany Sciorillo	ABS (Anti-Bullying Specialist) Certificate Program	TBD	\$500/person	\$0

D. Recommendation: Cecala-Read/Baker approve the Board [Secretary's Report](#) in accordance with 18A: 17-36 and 18A: 17-9 for the month of **June 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 **June 2022**. The Reconciliation Report and Board Secretary's Report are in agreement for the month of **June 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: Cecala-Read/Baker approve foror payment of **September 2022 regular and addendum bills** in the amount of **\$1,213,734.03** and payment of **August 2022 payroll** in the amount of **\$318,482.36, as submitted.**

F. Recommendation: Cecala-Read/Baker approve the **Line Item Transfer** for **August 2022** in the amount of **1,218.23, as submitted.**

G. Recommendation: Cecala-Read/Baker approve the district's **Budget Planning Calendar** for the 2022-2023 budget year, **as submitted.**

- H. Recommendation: Cecala-Read/Baker approve the MOA Agreement for the Gloucester County Title III Consortium for the 2022-2023 school year, **as submitted**.
- I. Recommendation: Cecala-Read/Baker approve the submission of the ESEA Final Expenditure Reports 2022.
- J. Recommendation: Cecala-Read/Baker approve the submission of the CARES Act Final Expenditure Report.
- K. Recommendation: Cecala-Read/Baker approve the submission of the IDEA State Fiscal 2022 Final Report.
- L. Recommendation: Cecala-Read/Baker approve the ESS Substitute Staff Agreement for the 2023-2024 school year, **as submitted**.
- M. Recommendation: Cecala-Read/Baker approve the renewal of E-Rate Consulting Agreement for the 2022-2023 school year, **as submitted**.
- N. Recommendation: Cecala-Read/Baker approve to oppose the proposed increases to the School Employees Health Benefits Program, **as submitted**.
- O. Recommendation: Cecala-Read/Baker approve Ms. Helen Fromm, retiree, to be paid for unused sick time, not to exceed \$8,000, in January 2023.

Board action needed: Yes (Roll Call Required)

(Motion to approve: 8-0 for A-D, F-K, M-O; 7-1 for L; 7-0-1 for E)

Mrs. Natalie Baker-Y	Ms. Laurie Cecala-Read-Y	Mrs. Tamara McGovern
Ms. Vivian Lane-Y	Mrs. Erin Carroll-Y	Mrs. Kathryn Beaver-Y
Mrs. Marie Barbara-Y		
Mrs. Julie Dickson - Yes for all except no for L		
Mrs. Gina Azzari- Yes for all except abstain from E		

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

- ***ESIP Update***
- ***Solar Panels***
- ***Strategic Planning***
- ***NJSBA Registration***

- **Health Insurance Resolution**
- **Disposal of Property**

A. Recommendation: Cecala-Read/Baker approve the Remote Instruction Plan for the 2022-2023 school year, **as submitted**.

*Board member, Mrs. Cecala-Reed, asked if remote was an option if you are sick.
Dr. Kappeler explained remote is not an option this year.*

B. Recommendation: Cecala-Read/Baker approve the Emergency Building Use MOU between Total Turf Experience, LLC and the Swedesboro-Woolwich School District, as submitted.

C. Recommendation: Cecala-Read/Baker approve the Student Internship Agreement with Rowan University for the 2022-2023 school year, **as submitted**.

*Board President, Mrs. Azzari, asked Dr. Kappeler to explain the Student Internship Agreement.
Dr. Kappeler explained that most universities, for liability insurances, have an agreement with us to take on their teachers.*

D. Recommendation: Cecala-Read/Baker approve the Nursing Service Plan for the 2022-2023 school year, **as submitted**.

E. Recommendation: Cecala-Read/Baker approve the SOA (Statement of Assurance) for the Paraprofessional Staff, for the 2022-2023 school, **as submitted**.

F. Recommendation: Cecala-Read/Baker approve the revised school calendar, for the 2022-2023 school year, **as submitted**.

G. Recommendation: Cecala-Read/Baker approve to continue the partnership with Furever as Friends for the following schools, for the 2022-2023 school year:

- Clifford School
- Stratton School

H. Recommendation: Cecala-Read/Baker approve the IEP-related training (2158350539) for the following staff members, at the hourly contracted rate of \$38/teacher or \$25/paraprofessional

Teacher	Paraprofessional
Heather Deitch	Donna Moore

Minutes
September 14, 2022
Swedesboro-Woolwich Board of Education
“A Community dedicated to inspiring life-long learners”

Pam Moore	
Jen Agostini	
Margaret Reynolds	
Katie DeMenna	
Denise Barr	
Kristen Sanders	
Maria Sohn	
Amy Hay	
Laura Hubbard	
Pat Titus	

- I. Recommendation: Cecala-Read/Baker approve Handle with Care Training/Re-Training for the following staff members, for the 2022-2023 school year, at the hourly contracted rate of \$38/teacher or \$25/paraprofessional:

Teacher	Paraprofessional
Jessica Zappasodi	Adina Branco
Rose Matich	Heather Sulitzer
Haylee Dawson	April Pfeiffer
Megan Tatum	Caroline Kier
Brielle Scott	Jeanette Marr
Morgan Smith	Donna Moore
Kathleen Kennedy	Suzanne Hunt
Brianna Fisher	Sonia Hamaty
Alaine Zizzamia	Justina Funchion
Lindsay Rieger	Valerie Spence-Lacy
Ashly DiTonno	
Morgan Baals	
Alec DelViscio	
Emily Coughlin	
Jenine Peters	
Dana Cheadle	
Katie Richer	

- J. Recommendation: Cecala-Read/Baker approve the following staff members for Collaborative Pro-Active Solutions Training for the 2022-2023 school year, at the hourly contract rate of \$38:

Kim Bohanon
Jessica Zappasodi
Alaine Zizzamia

- K. Recommendation: Cecala-Read/Baker approve [Star Pediatric Home Care Agency](#) to provide nursing support for #6243207756, **as submitted**.
- L. Recommendation: Cecala-Read/Baker approve Aveanna/Epic Health Services to provide nursing support for #7181905175.
- M. Recommendation: Cecala-Read/Baker approve the [District Mentoring Plan](#) for the 2022-2023 school year, **as submitted**.
- N. Recommendation: Cecala-Read/Baker approve the [District PD](#) Plan for the 2022-2023 school year, **as submitted**.
- O. Recommendation: Cecala-Read/Baker approve the following Curriculum for the 2022-2023 school year:
- K-6 Science
 - K-6 Social Studies
 - K-6 Language Arts/Literacy
 - K-6 Math
 - K-6 Art
 - K-6 Music
 - K-6 Physical Education and Health
 - 3-6 World Cultures
 - K-2 Technology
 - 3-6 STEM
 - K-2 Media Center
 - K-6 Character Education
 - 3-6 Gifted & Talented
 - 5-6 Advance Math
- P. Recommendation: Cecala-Read/Baker approve the [Board Goals for the 2022-2023](#) school year, **as submitted**.
- Q. Recommendation: Cecala-Read/Baker approve the [Superintendent Goals for the 2022-2023](#) school year, **as submitted**.
- R. Recommendation: Cecala-Read/Baker approve the following policy for 1st reading, **as submitted**:
- 2425 [Emergency Virtual or Remote Instruction Program](#)
Board action needed: Yes (Roll Call Required)

Minutes
September 14, 2022
Swedesboro-Woolwich Board of Education
“A Community dedicated to inspiring life-long learners”

(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
Mrs. Laurie Cecala-Read-Y	Mrs. Marie Barbara-Y	Mrs. Gina Azzari

Operations

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

- **ESIP Update**
- **Solar Panels**
- **Strategic Planning**
- **NJSBA Registration**
- **Health Insurance Resolution**
- **Disposal of Property**

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- Mystique Juniors, LLP	Harker Gym	Thursday Evenings 7:30-9:00 pm/December 1, 2022-April 27, 2023	Volleyball
2- Cub Scouts	Harker Art Room	2 nd & 4 th Tuesday of each month/Dismissal to 4:30	Cub Scout Meetings
3- Borough of Swedesboro	Clifford, Stratton and Hill Parking Lots	September 24, 2022/7:30 am-6:00 pm	Swedesboro-Woolwich Day Parking
4- Swedesboro-Woolwich Little Theater	Harker Music Room	September 13, 16, 20 & 23/4-5 pm	Rehearsal for Swedesboro-Woolwich Day
5- Swedesboro-Woolwich Soccer	Hill MPR	October 4-5, 2022/5:00-9:00 pm	SWSA Pictures
6- Four Seasons at Weatherby	Stratton MPR	September 21, 2022 December 8, 2022 6:30-9:00 pm	Homeowner Association Meetings

B. Recommendation: Baker/Beaver approve [Change of Use of Education Space](#) at the Clifford School, for the 2022-2023 school year, **as submitted.**

C. Recommendation: Baker/Beaver approve the [Bus Routes](#) for the 2022-2023 school year, **as submitted**.

D. Recommendation: Baker/Beaver approve the following Disposal of Property, **as submitted**:

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

E. Recommendation: Baker/Beaver approve [SJ Custodial Services Agreement](#) 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

Mrs. Julie Dickson

Mrs. Tamara McGovern

Ms. Vivian Lane

Mrs. Erin Carroll

Mrs. Kathryn Beaver

Mrs. Laurie Cecala-Read

Mrs. Marie Barbara

Mrs. Gina Azzari

Delegates:

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

6. Adjournment

Recommendation: Baker/Cecala-Read approve the adjournment of meeting.

Board action needed: Yes

Time: 7:04 pm

(All yes, motion to carry:8-0)

Respectfully submitted,



Mr. Steven Jakubowski
Board Secretary/SBA

Next Meeting(s).

October 12, 2022

Board/Committee Meetings as scheduled