Agenda
April 26, 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

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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

☐	Gina Azzari, School Board President	All Committees
☐	Natalie Baker, School Board Vice President	(Chair) Curriculum, (Chair) Negotiations, Personnel/Finance Committees
☐	Julie Dickson	(Chair) Operations Committee
☐	Tamara McGovern	Curriculum Committee
☐	Vivian Lane	(Chair) Personnel/Finance, Negotiations Committees
☐	Erin Carroll	Operations Committee
☐	Kathryn Beaver	Curriculum Committee
☐	Laurie Cecala-Read	Operations Committee
☐	Marie Barbara	Personnel/Finance, Negotiations Committees

Quorum_____

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: To enter into **Executive Session** for the purpose of discussing/reviewing items as noted above.
Board action needed: Yes Time_____

2) Recommendation: Return to **Regular Session**.
Board action needed: Yes Time_____

C. Flag Salute

D. Adoption of Agenda
Recommendation: Adoption of the agenda, **as presented.**
Board action needed: Yes

E. Approval of Minutes
Recommendation: Approve the regular and executive session minutes dated **March 22, 2023, as submitted.**
Board action needed: Yes

2. Presentations

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

1) **Walter Hill School**
Grade 6
- Kai Lewis
- Nicholas Nieves
- Sydney Schiavone
- Ashley Marlin
- Zori Mallory

2) **Charles G. Harker School**
Grade 3
- Isaac Okungbowa
- Milena Crichlow

Grade 4
- Jake McIlhenney
- Kayla Casalunovo

Grade 5
- Elijah Coxe
- Ava Hampton

3) **Gov. Charles Stratton School**
Grade 1
- Westin Rasmussen
- Madeline Hosey

Grade 2
- Ty Vengenock
- Ellie Grusemeyer

4) **Margaret Clifford School**
Preschool
- Keisan McLaurin
- Dominick Lane

Kindergarten
- Olivia Vadino
- Jameson Sanders

3. Communication

A. Superintendent

"A Community dedicated to inspiring life-long learners"

1) Superintendent Updates

2) District Enrollment
   a) Report, **as submitted**
      Clifford
      Stratton
      Harker
      Hill

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 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.

Public Hearing, Presentation and Adoption of the 2023-2024 Annual School District Budget

A. **2023-2024 Budget Presentation- Mr. Steven Jakubowski**

B. **PUBLIC COMMENT** this meeting will now be open to members of the public who wish to speak or make comment on the 2023-2024 School District Budget. 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.

C. **BE IT RESOLVED,** that the Swedesboro-Woolwich School District Board of Education in the County of Gloucester, New Jersey adopts the following resolution to approve the 2023-2024 Annual School District Budget. The Board also accepts the New Jersey Department of Education notification of 2023-2024 State Aid and authorizes the administration to make minor adjustments to the budget as required by the Burlington Executive County Superintendent of Schools.

WHEREAS, the School Funding Reform Act of 2008 required the submission of an itemized budget to the Executive County Superintendent of Schools by March 20, 2023;

WHEREAS, the Executive County Superintendent has reviewed the budget documents and has approved them without any recommend adjustments;

WHEREAS, the Board has the opportunity to modify this budget at the public hearing on April 26, 2023;

WHEREAS, the Board authorizes the School Business Administrator/Board Secretary to submit the following 2023-2024 annual school budget and accepts the New Jersey Department of Education notification of 2023-2024 State Aid;

WHEREAS, supporting documentation of this budget also contains an itemization of certain expenditures required under administrative regulations;

NOW THEREFORE BE IT RESOLVED, that the Board approves the following 2023-2024 annual school budget as follows:

General Fund	$ 31,302,504
Special Revenue Fund	$ 403,433
Debt Service Fund	$ 3,334,344

D. **BE IT FURTHER RESOLVED,** that there should be raised for the General Fund Tax Levy of $16,627,259 for the ensuing School Year (2023-2024) and a Debt Service Tax Levy of $2,836,966; and

E. **BE IT FURTHER RESOLVED,** pursuant to Board policy and N.J.A.C. 6A:23B-1.2(b) the Board hereby establishes the school district travel maximum for the 2023-2024 school year at the sum of $55,000.00 and;

F. **BE IT FURTHER RESOLVED,** that the School Business Administrator shall track and record these costs to insure that the maximum amount is not exceeded.

Board action needed: Yes (Roll Call Required)

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

4. Action Items

Personnel/Finance/Negotiations Committee

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

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

A. **Personnel**- Recommendation: Approve the following personnel items, as listed:

Name	Position/ Cert	Salary	Budget Acct #	Action	Effective Date
1- Christine Adamucci	Long Term Sub	$125/day (days 1-20) $200/day (days 21+)	11-120-100-101-000-00-080	Long Term Sub	April 27, 2023
2- Jessie Deopp	Teacher	-	-	Resignation	June 30, 2023

3- Leigh Donato	Administrator	-	-	Retirement	September 1, 2023
4- Maria Palmaccio	LPC	$14.13/hour	60-910-310-100-000-00	LPC	March 28, 2023
5- Erica Mela	LPC	$14.13/hour	60-910-310-100-000-00	LPC	TBD- Pending completion of ALL state required paperwork
6- Walter Sandy	Maintenance	-	-	Requesting 5 days without pay	June 22 & 23 June 26-28
7- Lori Savas	ELA Coach	-	-	Requesting 1 day without pay	June 9, 2023
8- Robert Miles, III	School Business Administrator	$123,800	11-000-251-100-00-00	New Hire	July 1, 2023- pending completion of ALL State required paperwork
9- Christine Desrochers	Teacher	-	-	Leave of Absence	September 2023-September 2024
10- Staff ID # 5001	Teacher	-	-	Requesting Extension of medica/maternity leave	May 9, 2023-May 22, 2023

B. **Workshops**- Recommendation: Approve the following workshops, as listed:

Name	Workshop	Date & Time	Cost	Estimated Travel Cost
1- Dr. Walter Kappeler	Model Schools Conference	June 25-28, 2023/Orlando Florida	$945/person	Not to exceed $2055
2- Rachel Ryman	2023 School Social Work Association of America National Conference (Virtual)	9 hours between April 17, 2023-May 29, 2023	$275	N/A

C Recommendation: Approve the Board Secretary's Report in accordance with18A: 17-36 and 18A: 17-9 for the month of **March 2023.** 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 **March 2023**. The Reconciliation Report and Board Secretary's Report are in agreement for the month of **March 2023.**

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: For payment of **April 2023** regular and addendum bills in the amount of **$1,291,769.73** and payment of **May 2023** payroll in the amount of **$1,494,086.99**, **as submitted**.

E. Recommendation: Approve the **Line-Item Transfer** for **March 2023** in the amount of **$161,097.68, as submitted**.

F. Recommendation: Approve the settlement agreement in the Swedesboro-Woolwich Board of Education and Swedesboro-Woolwich Education Association, **Docket No. CO-2019-177**, **as submitted**.

G. Recommendation: Approve Swedesboro-Woolwich School District to receive a dividend from the **Schools Health Insurance Fund** (SHIF) in the amount of $189,549.69, **as submitted**.

H. Recommendation: Approve to accept the NJSIG Safety Grant in the amount of $2,433.

I. Recommendation: Approve the ***Cooperative Pricing Agreement*** between the Swedesboro-Woolwich School District and Sourcewell (formerly known as National Joint Powers Alliance) for the 2023-2024 school year, **as submitted**.

J. Recommendation: Approve the agreement between **ESS Northeast, LLC** and the Swedesboro-Woolwich School District for the 2023-2024 school year, **as submitted.**

K. Recommendation: Approve the 5th year of the 5-year contract renewal for NutriServe Food Management, Inc. at the management fee of $46,850.00 with no guarantee but projected $20,602.48 profit for Swedesboro-Woolwich School District for the 2023-2024 school year, **as submitted**. **Index Rate Calculation** & **Service Contract**..

L. Recommendation: Approve Steven Jakubowski as a Substitute Administrator from May 22, 2023 to June 30, 2023 at the rate of $60 per hour, not to exceed 48 hours.

Board action needed: Yes (Roll Call Required)

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

Curriculum, Policy, Community Relations Committee

Committee Meeting Report, (Chairperson) Natalie Baker

A. Recommendation: Approve **HIB**, **as submitted**.

B. Recommendation: Approve Kayla Kushner Richards to conduct Psychological Evaluations, on an as needed bases, **as per contract**, **as submitted**.

C. Recommendation: Approve Denise Barr to conduct Learning Evaluations, on an as needed basis, **as per contract**, **as submitted**.

D. Recommendation: Approve (#3188017814) to attend Out of District Placement at Durand Academy for the 2022-2023 school year, per IEP.

E. Recommendation: Approve Out of District Placement for (#2195719186) per IEP, placement to be determined.

F. Recommendation: Approve Homebound Instruction for (#2195719186) per IEP, as per contract rate of $38/hour.

G. Recommendation: Approve the Swedesboro-Woolwich School District to accept the School Climate Change Pilot Grant in the amount of $6,660.

H. Recommendation: Approve the following **staff and substitute staff** for ESY for 2023, as per contract rate $25/hour for paraprofessionals and $38/hour for teachers, **as submitted.**

I. Recommendation: Approve the following **staff members** to attend Summer IEP meetings, as needed, as per the contract rate of $38/hour, **as submitted**.

J. Recommendation: Approve the following Out of District placements for the 2023-2024 school year, per IEP:

- (#8484560324) LACR
- (#9810440169) Bankbridge Developmental Center
- (#8781449809) Bankbridge Developmental Center
- (#3188017814) Durand Academy
- (#7300464046) Durand Academy
- (#5180110767) LARC
- (#3626297962) Bankbridge Elementary
- (#9290827059) Bankbridge Elementary

- (#7181905175) HollyDell
- (#7287406781) TBD
- (#4531424645) Creative Achievement Academy

K. Recommendation: Approve the following Summer Clubs for the 2023-2024 school year, as per contract rate of $38/hour

Teacher (s)	School/Grades	Club Name	Dates
1- Christina McClernan	Incoming Kindergarten	Ready, Set, Grow Kindergarten Camp	July 31-August 3, 2023/9-11:30 am
2- Christina McClernan	Incoming Kindergarten	Ready, Set, Grow Kindergarten Camp	August 7-10, 2023/9-11:30 am
3- Lauren Poulson	1st Grade	1st Grade Adventure Club	Every M-R July 31-Aug 17 10-11
4- Alexia Cancila	1st Grade	1st Grade Adventure Club	Every M-R July 31-Aug 17 10-11
5- Debbie Rivera	1st Grade	1st Grade Adventure Club	Every M-R July 31-Aug 17 10-11

Board action needed: Yes (Roll Call Required)

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

Operations

Buildings and Grounds, Long Range Plans, Technology, Transportation

Committee Meeting Report, (Chairperson) Julie Dickson

A. Facility Usage Requests
Recommendation: 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- Swedesboro-Woolwich Soccer Association	Harker & Hill Fields	March 2023-June 2023/5:30-9:00 pm	Practices and Games
2- Blooming Buds	Clifford MPR	May 24, 2023	PreK Graduation
3- The Goddard School	Stratton MPR	June 15, 2023	PreK Graduation

B. Recommendation: Approve the following Front Door Evacuation Drills, **as submitted**:

- **Clifford**

- **Stratton**
- **Harker**
- **Hill**

Board action needed: Yes (Roll Call Required)

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

5. Old Business

EXECUTIVE SESSION
RECESS INTO EXECUTIVE SESSION – If Needed

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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:

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Recommendation: To enter into **Executive Session** for the purpose of discussing/reviewing items as noted above.
Board action needed: Yes Time_____

Recommendation: Return to **Regular Session**.
Board action needed: Yes Time_____

Delegates:

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

6. Adjournment

Recommendation: Approve the adjournment of meeting.
Board action needed: Yes Time: _____

Respectfully submitted,

Mr. Steven Jakubowski
Board Secretary/SBA
Next Meeting(s).
May 10, 2023
Board/Committee Meetings as scheduled