Agenda
November 16, 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

☐	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	Personnel/Finance Committee
☐	Kathryn Beaver	Curriculum Committee
☐	Laurie Cecala-Read	Operations, Negotiations Committees
☐	Marie Barbara	Operations Committee

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: _____
- ☐ 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 **October 12, 2022, as submitted.**
Board action needed: Yes

2. Presentations

A. Stellar Comet of the Month- **October 2022**

1) **Walter Hill School**
Grade 6
- Samuel Stump
- Madeline Hnosko
- Naazim Ransom
- Molly McGoldrick
- Lake Moulder
- Sydney Jones
- Charisse Ike
- Maddison Holder
- Cooper Allen
- Quinten Balback

2) **Charles G. Harker School**
Grade 3
- Alexander Morgado
- Alexandra Enwright

Grade 4
- Matthew Bagocius
- Delaney Healey

Grade 5
- Dylan Read
- Ava Keen

3) **Gov. Charles Stratton School**
Grade 1
- Lucas Markellos
- Elizabeth Coughlan

Grade 2
- Deacon Schork
- Madison White

4) **Margaret Clifford School**
Kindergarten
- Carson Camlin
- Brooklyn Purdy
- Nova Calloway
- Cara Yatsko

B. 2022 Start Strong Presentation- Jamie Flick

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

3) Correspondence.
a) **Thank you**- Morgan Baals
b) **Thank you**- Lorraine Campbell

4) OPRA Log

Document (s) Requested	Who Requested	Date Received	Date Completed
• Original proposal and/or estimate supplied by the vendor • Original purchase order supplied to the vendor by the district • Copies of all bills and change orders submitted by the vendor to the district • Proof of payment to the vendor by the district • All certified payroll records submitted to the district related to the purchase	Paul Prendergast, Industry & Labor Compliance, Eastern Atlantic States Regional Council of Carpenters	10/26/2022	11/1/2022

orders, whether they be from the vendor or subcontractor. Vendor: W.J. Gross, Inc. — Project: Harker School Kiln			
Pursuant to the OPRA, this is a request for **an electronic copy of all payment transactions for fiscal year 2021-2022**. This could be considered one of the following reports: *Vendor Payment Checkbook Report, Checkbook Register, Expenditure Data, Transactional Detail Payments, Online Checkbook, or Disbursements*. Here is an online example from the City of San Anonio, Texas (https://www.sanantonio.gov/Finance/bfi/registers#50043241-fy2019). We would accept any existing report which contains a minimum of the Payee Name, Amount and Date of each transaction. The principal purpose of this is to make this information more accessible to the public and to disseminate information regarding the health, safety, and welfare of the general public. This request is not for personal or commercial benefit and we are exercising the general rights of the public. For this reason we are requesting a waiver of fees. If there is a fee for this data, please obtain my approval in writing prior to proceeding with this request. All documents can be e-mailed to NewJersey@openthebooks.com. We would prefer a file format of csv or xlsx. If any records or portions of records are withheld, please provide the exemption and the name of the individual responsible for the decision.	Christopher Cattoni, American Transparency	11/8/2022	11/14/2022
On behalf of Deltek, I would like to request an electronic copy of the specifications or any other documents associated with this project: Project Title: Financing for a Federally Tax-Exempt Energy Savings Improvement Lease Bid Number: Unknown Posting Date: 11/7/2022	Patricia Manarin, Deltek Inc	11/9/2022	11/14/2022

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.

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	School	Position/ Cert	Salary	Budget Acct #	Action	Effective Date
1- Walt Sandy	District	Maintenance	-	-	Unpaid Leave of Absence	November 8, 2022-January 2, 2023
2- Johanna Mastrogiacomo	Stratton	Teacher	-	-	Medical Leave- utilizing 34 sick days	November 28, 2022-January 24, 2023
3- Kiley Fulton	Clifford	Doctoral Capstone Project	-	-	Completion of Doctoral Capstone Project under the leadership of Justine Leash through cooperative agreement with Widener University	January 2023-April 2023
4- Madelynn Interlante	Harker	Internship in Health	-	-	Clinical Intern under the direction of Angela Blomquist	January 17, 2023-April 27, 2023
5- Karlie Manco	Clifford	Clinical Practice	-	-	Full year Clinical Practice under the direction of Rebecca Santiago	January 17, 2023-April 27, 2023 and September 5, 2023-December 20, 2023
6- Johanna Diehl	Clifford	Clinical Practice	-	-	Full year Clinical Practice under the direction of Dee Conrad	January 17, 2023-April 27, 2023 and September 5, 2023-December 20, 2023

7- Allison Wood	Hill	LPC	$14/hour	11-000-262-107-000-00	New Hire	Start date pending completion of ALL stare required paperwork
8- Kristen Sanders	District	LDTC	-	-	Resignation	On or around December 30, 2022
9- Alexis Penn	Clifford/Hill	Speech Language Specialist	MA/Step 4/$54,680	11-000-216-100-000-00-070	New Hire	Start date pending completion of ALL state required paperwork
10- Erin West	District	LDTC	MA/Step 10/$70,171	11-000-219-104-000-00-050	New Hire	Start date pending completion of ALL state required paperwork
11- Diane Thomas	Stratton	School Psychologist	MA+30/Step 14/$84,413	11-000-219-104-000-00-050	New Hire	Start date pending completion of ALL state required paperwork

B. **Stipends**- Recommendation: Approve the following stipends for the 2022-2023 school year, as listed:

Name	School	Stipend Position	Amount of Stipend
1- Amanda Seal	District	Yearbook Co-Advisor	$750
2- Laura Hubbard	District	Yearbook Co-Advisor	$750
3- Vanessa Paccione	Harker	Assistant Girls Basketball Coach (Replacing Kristen Sanders)	$650
4- Silvia Cancila	Harker	Assistant Boys Basketball Coach (Replacing Kristen Sanders)	$650

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

Name	Workshop	Date & Time	Cost	Estimated Travel Cost
1- Cristina D'Amelio	Handle with Care Instructor Certification Training	February 27-28, 2023 & March 1, 2023/8:30am-4:30pm	$1375	$0
2- Kari Foote	Handle with Care Instructor Re-Certification	March 2, 2023/8:30am-4:30pm	$475	$0
3- Joel Brown & Dr. Kappeler	TECHSPO '23	January 25-27, 2023	$515/person	$0
4- Jennifer Garcia-Griffin & Jamie Flick	Culturally Responsive Teaching	December 8, 2022/8:30 am-1:30 pm	$149/person	$0

D. Recommendation: Approve the **Board Secretary's Report** in accordance with18A: 17-36 and 18A: 17-9 for the month of **September 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 **September 2022**. The Reconciliation Report and Board Secretary's Report are in agreement for the month of **September 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: For payment of **November 2022 regular and addendum bills** in the amount of **$1,747,414.50** and payment of **October 2022** payroll in the amount of **$1,449,918.28**, **as submitted**.

F. Recommendation: Approve the **Line Item Transfer** for **October 2022** in the amount of **$39,215.81, as submitted**.

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 Harker ABA Classes for a field trip to Chick-fil-A and Dollar Tree on December 16, 2022.

B. Recommendation: Approve the following staff members for **Handle with Care Training/Retraining** for the 2022-2023 school year, $38/hour for teachers and $25/hour for paraprofessionals, as per contract, **as submitted**.

C. Recommendation: Approve the following staff members for Collaborative Pro-Action Solutions Training for the 2022-2023 school year, at the hourly contract rate (teachers $38/hour, Paraprofessional $25/hour, LPC $14/hour):

Staff Member	Position
Lindsay Rieger	Teacher
Chris Zingo	Teacher
Morgan Baals	Teacher
Haley Dawson	Teacher
Danielle Murphy	Teacher
Jess Zappasodi	Teacher
Alexis Cancilla	Teacher
Christina McClernan	Teacher
Lauren Denham	Teacher
Dream Hickman	Paraprofessional
Ashley Ossman	Paraprofessional
Dyani Bigelow	Paraprofessional
Lisa Komadina	LPC
Gayle Johnson	LPC

D. Recommendation: Approve the Walter Hill Students to clean-up on Locke Ave at the small bridge overpass on November 10, 2022.

E. Recommendation: Approve Homebound Instruction for (#9492602012) at the contracted hourly rate of $38/hour, per IEP. Teacher TBD

F. Recommendation: Approve the Out of District Placement for (#9492602012) at Gloucester County Special Services, per IEP.

G. Recommendation: Approve Mrs. Jeni Boston, Hill School Principal, in accordance to policy #8660, as a volunteer driver to transport 3rd grade Rise students to Harker school to participate in activities/events as deemed appropriate, starting in January 2023, as needed.

H. Recommendation: Approve the School Safety and Security Plan Statement of Assurance for the 2022-2023 school year, **as submitted**.

I. Recommendation: Approve the following policy for 2nd reading, **as submitted**:
- **5512** Revised Harassment, Intimidation, and Bullying
- **8550** Meal Charges/Outstanding Food Service Bill

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- Greater Swedesboro Business Association	Hill Parking Lot	November 26, 2022/8:00 am-3:00 pm	Staging for Christmas Parade
2- Swedesboro Performing Arts Academy	Stratton MPR	December 10, 2022/10:00 am-9:30 pm	Showcase of Dance
3- S/W Soccer Association	All Schools	December 10, 2022-March 31, 2023	Practices & Games

B. Recommendation: Approve the Comprehensive Maintenance Plan for the 2022-2023 school year, **as submitted**.

C. Recommendation: Approve the Annual Maintenance Budget Amount Worksheet (M-1) for the 2022-2023 school year, **as submitted**.

D. Recommendation: Approve the DRTS (District Report of Transported Resident Students) for the 2022-2023 school year, **as submitted**.

E. Recommendation: The Board of Education hereby approves a contract with Honeywell International Inc. for a price not to exceed $3,743,458 to provide and install the Energy Conservation Measures described in the School District's Energy Savings Plan approved September 14, 2022, 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 such contract 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.

F. Recommendation: Approve the Dell lease agreement between Dell Financial Services and the Swedesboro-Woolwich School District, **as submitted**.

G. Recommendation: Approve the following Evacuation Drills for the 2022-2023 school year, as submitted:

- **Clifford School**
- **Stratton School**
- **Harker School**
- **Hill School**

H. Recommendation: Approve the following Disposal of Property, **as submitted**:

- **Stratton School**
- **Hill School**

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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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).
December 7, 2022
Board/Committee Meetings as scheduled