**Agenda**
**July 20, 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

| | | |
|---|---|---|
| ☐ | Mrs. Gina Azzari, School Board President | All Committees |
| ☐ | Mrs. Natalie Baker, School Board Vice President | (Chair) Curriculum, (Chair) Negotiations, Personnel/Finance Committees |
| ☐ | Mrs. Julie Dickson | (Chair) Operations Committee |
| ☐ | Mrs. Tamara McGovern | Curriculum Committee |
| ☐ | Ms. Vivian Lane | (Chair) Personnel/Finance, Negotiations Committees |
| ☐ | Mrs. Erin Carroll | Personnel/Finance Committee |
| ☐ | Mrs. Kathryn Beaver | Curriculum Committee |
| ☐ | Mrs. Laurie Cecala-Read | Operations, 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:_____
- ☐ 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, Board Vacancy
- ☐ 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 **June 8, 2022, as submitted.**
Board action needed: Yes

## 2. Communication

A. Superintendent

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

1) Superintendent Updates

2) Correspondence:

a) Thank you- **Jaimie Zeidler & Family**

b) Thank you- **St. Margaret Regional School**

3) OPRA Log

| Document (s) Requested | Who Requested | Date Received | Date Completed |
|---|---|---|---|
| 1- Deltek is submitting a public records request to Swedesboro-Woolwich School District for commercial purposes.<br><br>Would a representative please provide the information relating to the solicitation below? If available, please include any awarded contract | Deltek, Inc | July 11, 2022 | July 11, 2022 |

| | | | |
|---|---|---|---|
| documents and bid tabulation/results.<br><br>Project Name: Energy Service Companies for the planning, development, and implementation of an Energy Savings Plan<br>Bid Number: Unknown<br>Due Date: 1/10/2022<br>Contract Number:<br>Awarded Vendor Name:<br>Awarded Vendor Address:<br>Awarded Vendor Phone:<br>Award Amount:<br>Award Date:<br>Start Date:<br>End Date:<br>Contract Terms:<br>Contract Document: | | | |

## 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.

## 3. Action Items

### Personnel/Finance/Negotiations Committee

***Personnel & Finance Committee Meeting Report, (Chairperson) Ms. Vivian Lane***
***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: Approve the following personnel items, as listed:

| Name | School | Position/ Cert | Salary | Budget Acct # | Action | Effective Date |
|---|---|---|---|---|---|---|
| 1- Ms. Kayla Kushner | District | School Psychologist | - | - | Resignation | September 1, 2022 |
| 2- Ms. Eleanor Kirsch | Harker | Teacher | - | - | Resignation | June 30, 2022 |
| 3- Ms. Ashley Forosisky | Harker | P/T Nurse | - | - | Resignation | June 30, 2022 |
| 4- Ms. Donna Wilgus | Harker | Paraprofessional | - | - | Resignation | August 22, 2022 |
| 5- Ms. Tricia Leigh Best | Harker | Guidance Counsellor | - | - | Resignation | June 30, 2022 |
| 6- Ms. Gabrielle Sirolli | Harker | Speech Therapist | - | - | Resignation | July 13, 2022 |
| 7- Ms. Tara O'Neill | Stratton | Receptionist/Main Office | $25,000 | 11-000-240-105-000-00-050 | New Hire | September 1, 2022 |
| 8- Ms. Cassidy Garbacz | Hill | Special Ed Teacher | Step 1/$51,780 | 11-213-100-101-000-00-060 | New Hire | September 1, 2022 (pending completion of ALL State required paperwork) |
| 9- Ms. Jenine Peters | Harker | Teacher- ABA | MA/Step 14 $74,825 | 11-214-100-101-000-00-080 | New Hire | September 1, 2022 (pending completion of ALL state required paperwork) |
| 10- Ms. Elenie Speis | Harker | Special Ed Teacher | BA/Step 9 $57,825 | 11-204-100-101-000-00-080 | New Hire- 1-year contracted position | 2022-2023 school year (pending completion of ALL state required paperwork) |
| 11- Ms. Katie Richer | Hill | Teacher | BA/Step 5 $52,980 | 11-130-100-101-000-00-060 | New Hire | September 1, 2022 (pending completion of ALL State required paperwork) |
| 12- Ms. Brianna Neuman | Harker | LPC | $14.00/hour | 11-000-262-107-000-00 | LPC- 1 day per week & substitute LPC | September 6, 2022 (pending completion of ALL State required paperwork) |
| 13- Ms. Tiffany Sciorillo | Stratton | Guidance Counselor | MA+30/Step 7 $58,530 | 11-000-218-104-000-00-050 | New Hire | September 1, 2022 (pending completion of ALL state |

| | | | | | | |
|---|---|---|---|---|---|---|
| | | | | | | required paperwork |
| 14- Ms. Leslie Miles | District | School Psychologist | MA+30/Step 6 $64,638 | 11-000-219-104-000-00-080 | New Hire | September 1, 2022 (pending completion of ALL state required paperwork |
| 15- Ms. Madelyn Interlante | Harker | School Nurse | BA/Step 3-4 $52,580 | 11-000-213-104-000-00-080 | Position change to School Nurse | September 1, 2022 |
| 16- Mr. Barry Mesmer | Harker | LPC | $14.00/hour | 11-000-262-107-000-00 | LPC | September 6, 2022 |
| 17- Ms. Diana Sanes | Harker | LPC | $14.00/hour | 11-000-262-107-000-00 | LPC 3 days per week & Substitute LPC | September 6, 2022 |
| 18- Ms. Latanya Clarke | Harker | LPC | $14.00/hour | 11-000-262-107-000-00 | LPC 2 days per week & substitute LPC | September 6, 2022 |
| 19- Ms. Lori Belluscio | Harker | LPC | $14.00/hour | 11-000-262-107-000-00 | LPC 3 days per week & Substitute LPC | September 6, 2022 |
| 20- Ms. Jennifer Fusco | Harker | LPC | $14.00/hour | 11-000-262-107-000-00 | New Hire- LPC | September 6, 2022 (pending completion of ALL state required paperwork) |
| 21- Ms. Kelly Bonapfel | District | Substitute Secretary | $14.00/hour | 11-000-262-107-000-00 | New Hire- Substitute Secretary | September 6, 2022 (pending completion of ALL state required paperwork) |
| 22- Ms. Kari Foote | District | CST Chairperson | $10,000 yearly stipend | 11-000-219-104-000-00-080 | CST Stipend | July 1, 2022 |
| 23- Ms. Cindy Charlton | Harker | Teacher | - | - | Principal Internship under the direction of Carolynne Sandy | 2022-2023 School year |
| 24- Ms. Bianca Moffa | Harker | Clinical Practice | - | - | Full year of Clinical Practice under the direction of Amanda Cicchini | 2022-2023 School Year |
| 25- Ms. Amy Kline | Harker | Teacher | BA+15/$82,824 | 11-120-100-101-000-00-080 | Lane Change | September 1, 2022 (pending receipt of official transcripts) |
| 26- Mr. David Ortega | Harker | Teacher | BA+15/$53,680 | 11-120-100-101-000-00-080 | Lane Change | September 1, 2022 |

| | | | | | | |
|---|---|---|---|---|---|---|
| 27- Ms Megan Solmen | Harker | Teacher | MA+15/$56,780 | 11-120-100-101-000-00-080 | Lane Change | September 1, 2022 |
| 28- Ms. Jessica Deopp | Clifford | Teacher | - | - | Extension in maternity leave | Requesting to return November 1, 2022 |

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

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

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

| Name | Workshop | Date & Time | Cost | Estimated Travel Cost |
|---|---|---|---|---|
| 1- Ms. Denise Barr | Providing Support for Struggling Readers | Camden County College/Friday September 30, 2022 9am-2:40pm | $149 | $0 |

D. Recommendation: Approve the **Board Secretary's Report** in accordance with18A: 17-36 and 18A: 17-9 for the month of **May 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 **May 2022**. The Reconciliation Report and Board Secretary's Report are in agreement for the month of **May 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 **June 2022** regular and addendum bill in the amount of **$949,058.34 & July 2022** regular and addendum bills in the amount of

**$362,409.41** and payment of **June 2022** payroll in the amount of **$1,487,002.61**, **as submitted**.

F. Recommendation: Approve the **Line Item Transfer** for **June 2022** in the amount of **$515,731.82, as submitted**.

G. Recommendation: Approve the change of Harker Part-time school nurse position to a Full-time school nurse position.

H. Recommendation: Approve **Administrative Assistant salary adjustments** for the 2022-2023 school year, **as submitted**.

I. Recommendation: Approve the **Tuition Reimbursements** for the 2021-2022 school year, **as submitted**.

J. Recommendation: Approve the Vacation Day Buy Out for the following administrators:
- Jeni Boston- 6 days
- Joel Brown- 6 days
- Lorraine Campbell- 6 days
- Leigh Donato- 6 days
- Carolynne Sandy- 6 days
- Jackie Traini- 6 days
- Heather Worrell- 6 days

K. Recommendation: Approve the following retirees' payment of unused sick days at the maximum payout of $8,000, to be paid in January 2023:
- Jenna Gross
- Mary Hottenrott

L. Recommendation: Approve Mr. Robert Titus, retiring in July 2022, to be paid for unused sick time not to exceed $15,000 and unused vacation time not to exceed 29 days, as per contract.

M. Recommendation: Approve the **ESY Paraprofessional rates** for July 2022 from Kelly Services, **as submitted**.

N. Recommendation: Approve to accept the Comet Care donation for the 2021-2022 school year in the amount of $5,000.

O. Recommendation: Approve to accept the following PTO donations for the 2021-2022 school year:

- Margaret Clifford School Library (new books) $ 3,586.08
- Stratton School Library (new books) $ 6,404.01
- Harker School (various items- rugs, books, supplies) $13,700.54
- Walter Hill School $ 2,800.00

P. Recommendation: Approve the following per pupil tuition rates for the 2022-2023 school year, as listed:

- Prek-K $14,783
- 1st-5th $16,475
- 6th $17,383
- Disability $22,164

Q. Recommendation: Approve the submission of the IDEA Grant application for the 2022-2023 school year:

- Basic $294,534 (Tuition)
- PreK $ 19,297 (Tuition)

R. Recommendation: Approve the following LPC's for summer work, @ $14/hour:

| Name | School | Position | Action | Effective Date/Time |
|---|---|---|---|---|
| 1- Diana Sanes | Harker | LPC | Office Work | Not to exceed 7 days |
| 2- Jen Downey | Harker | LPC | Office Work | Not to exceed 7 days |
| 3- Kelly Weick | Clifford | LPC | Dial Screening Office Work | June 27-29 (7.5 hours/day) |
| 4- Kelly Weick | Clifford | LPC | Dial Screening Office Work | June 30 (4.5 hours) |
| 5- Kelly Weick | Clifford | LPC | Dial Screening Office Work | August 15-16 (4 hours/day) |
| 6- Kelly Weick | Clifford | LPC | Office Work | August 22-25 (5 hours/day) |
| 7- Jen Cardamone | Clifford | LPC | Office Work | August 22-25 (5 hours/day) |

S. Recommendation: Approve the following Staff Summer hours, at contract rate of @38/hour:

| Name | School | Position | Action | Effective Date |
|---|---|---|---|---|
| 1- Tracy Beyrodt & Amelia Steinmetz | District | Teacher | Training for Summer Testing | Date & Time TBD 2 hours/teacher |

| | | | | |
|---|---|---|---|---|
| | | | Summer Testing Facilitator | August 11 & 18 9am-1pm |
| 2- Darrell Ford | District | STEM Coach | Summer Curriculum Writing (Math Revisions K and Science K-2) | July 2022/not to exceed 25 hours |
| 3- Lori Savas | District | ELA Coach | Summer Curriculum Writing (Reading & Writing 3-5) | July 2022/not to exceed 25 hours |
| 4- Darrell Ford | District | STEM Coach | STEM Room Organization & Preparation at Stratton | July 2022/not to exceed 25 hours |
| 5- Marlaina Spicer & Meghan Pattinson | District | Teacher | Kindergarten Dial Screening Facilitator | August 15-16, 2022 |
| 6- Joanne Ragen | District | Teacher | Kindergarten Club Session 2(replacing Lisa Bitterman) | July 18-21, 2022 |

Board action needed: Yes (Roll Call Required)

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

## Curriculum, Policy, Community Relations Committee

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

A. Recommendation: Approve the following out of district tuition students for the 2022-2023 school year, as listed:

- Gloucester County Special Services School
  - #8781449809
  - #9810440169
  - #9243034351
  - #3626297962
  - #9290827059
- Hollydell
  - #6883983308
  - #7181905175
- Creative Achievement Academy
  - #4531424645
- LARC

- #5180110767

B. Recommendation: Approve the annual contracts with the **Commission for the Blind** and Visually Impaired, per IEP's, **as submitted**.

C. Recommendation: Approve the contract with **Brookfield Educational Services** for Hospital-Based Instruction, **as submitted.**

D. Recommendation: Approve Mrs. Bussott to participate in the **New Jersey STEM Innovation Fellowship** for the 2022-2023 school year. There will be a $2000 stipend to be paid by the New Jersey STEM Innovation Fellowship, **as submitted**.

E. Recommendation: Approve the **following staff members** to attend summer professional development, at $38 per hour, as per contract, **as submitted**.

F. Recommendation: Approve the revised **2022-2023 District Calendar, as submitted**.

G. Recommendation: Approve the contract with **Rite Aide to hold a Flu Shot Clinic** on September 20, 21 & 22 at all schools, **as submitted**.

H. Recommendation: Approve Aveanna/Epic as Provider for 1:1 nurse for (6883983308) for out of district placement, per IEP.

Board action needed: Yes (Roll Call Required)

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

## Operations

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

A. Recommendation: Approve the donation of 45 Epson 485 Wi Projectors to Y.A.L.E. School.

B. Recommendation: Approve the **Disposal of Property** for the Technology Department, **as submitted**.

C. Recommendation: Approve the annual **School Security Drill Statement of Assurance** (SOA), **as submitted**.

Board action needed: Yes (Roll Call Required)

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

4. Recommendation: Approve to accept the resignation of board member Rosella Musumeci, effective July 5, 2022.

Board action needed: Yes (Roll Call Required)

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

**EXECUTIVE SESSION**
**RECESS INTO EXECUTIVE SESSION – If Needed**

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- ☐ Matters of personal confidentiality rights, including but not limited to, staff and/or student discipline matters, and specifically:_____
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- ☐ Matters concerning negotiations, and specifically:_____
- ☐ Matters involving the purchase of real property and/or the investment of public funds, and specifically:_____
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of performance, promotion or discipline of any public officer or employee, and specifically: Personnel, Board Vacancy

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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

**5. Board Retreat- Dr. Walter Kappeler**

**6. Adjournment**

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

**Respectfully submitted,**

**Mr. Steven Jakubowski**
**Board Secretary/SBA**
**Next Meeting(s).**
**August 10, 2022**
**Board/Committee Meetings as scheduled**