

**Agenda**  
**May 11, 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

|                                                                          |                                                                        |
|--------------------------------------------------------------------------|------------------------------------------------------------------------|
| <input type="checkbox"/> Mrs. Gina Azzari, School Board President        | All Committees                                                         |
| <input type="checkbox"/> Mrs. Natalie Baker, School Board Vice President | (Chair) Curriculum, (Chair) Negotiations, Personnel/Finance Committees |
| <input type="checkbox"/> Mrs. Rosella Musumeci                           | Operations Committee                                                   |
| <input type="checkbox"/> Mrs. Julie Dickson                              | (Chair) Operations Committee                                           |
| <input type="checkbox"/> Mrs. Tamara McGovern                            | Curriculum Committee                                                   |
| <input type="checkbox"/> Ms. Vivian Lane                                 | (Chair) Personnel/Finance, Negotiations Committees                     |
| <input type="checkbox"/> Mrs. Erin Carroll                               | Personnel/Finance Committee                                            |
| <input type="checkbox"/> Mrs. Kathryn Beaver                             | Curriculum Committee                                                   |
| <input type="checkbox"/> Mrs. Laurie Cecala-Read                         | Operations, Negotiations Committees                                    |

Quorum\_\_\_\_\_

**Swedesboro-Woolwich Board of Education**

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**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 **April 27, 2022, as submitted**.

Board action needed: Yes

## 2. Presentations

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

1) **Walter Hill School**

Grade 6

- Allison Perpiglia
- Yaseen Khodja
- Daniella DiCicco

2) **Charles G. Harker School**

Grade 3

- Isabella Coda
- Jett Moore

Grade 4

- Addison Hoover
- Carter Libercci

Grade 5

- Olivia Pollitt
- Samuel Stump

3) **Gov. Charles Stratton School**

Grade 1

- Dylan Palma

- Grace Franzosa

Grade 2

- Maya Lazo
- Dylan McCain

4) **Margaret Clifford School**

Preschool

- Nashid Amin

Kindergarten

- Marcela DeOssie
- Madeline Hosey
- Derwin Fauntleroy

B. 2021-2022 Teacher of the Year Recognition:

- Erin Meddick- Margaret Clifford School
- Ryane Dougherty- Charles Stratton School
- Tara Roberto- Charles Harker School
- Kelly Woronicak- Walter Hill School

C. 2021-2022 Education Support Person of the Year Recognition:

- Cortney Sharman- Margaret Clifford School
- Justina Funchion- Charles Stratton School
- Angela Blomquist- Charles Harker School
- Caroline Canora- Walter Hill School

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](#)

Swedesboro-Woolwich Board of Education

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3) Correspondence.

- [Thank you- Barbara Costantini](#)
- [Thank you- Sandy Family](#)

4) OPRA Log

| Document (s) Requested                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   | Who Requested                                     | Date Received | Date Completed |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------|---------------|----------------|
| 1- Copies of the following documents: Building capacities of all schools found in the most recent LRFP. The capacities can be found on a single page titled "Capacity"- FES and District" in the LRFP. If there is a more recent document showing capacities if LRFP has not been updated recently (e.g., DOE LRFP Determination letter), that can be provided instead. Copies of the requested documents may be emailed to my attention. Should you have any questions, please feel free to contact us. | Jennifer Ciaburri,<br>Porzio Bromberg &<br>Newman | May 2, 2022   | May 2, 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.

**Swedesboro-Woolwich Board of Education**  
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**4. Action Items**

**Personnel/Finance/Negotiations Committee**  
***Personnel & Finance Committee, (Chairperson) Ms. Vivian Lane***  
***Negotiations Committee, (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:

| <b>Name</b>                | <b>School</b> | <b>Position/<br/>Cert</b>  | <b>Salary</b>                                             | <b>Budget<br/>Acct #</b>          | <b>Action</b>                        | <b>Effective<br/>Date</b>                 |
|----------------------------|---------------|----------------------------|-----------------------------------------------------------|-----------------------------------|--------------------------------------|-------------------------------------------|
| 1- Ms. Alexis Cancila      | Harker        | Teacher                    | BA/Step 1<br>\$51,780                                     | 11-204-100-<br>101-000-00-<br>080 | New Hire                             | September 1,<br>2022                      |
| 2- Mr. Alec Del Viscio     | Harker        | Teacher                    | MA/Step 1<br>\$53,880                                     | 11-212-100-<br>101-000-00-<br>080 | New Hire                             | September 1,<br>2022                      |
| 3- Ms. Rebecca Dodulik     | District      | Substitute<br>School Nurse | \$225/day                                                 | 11-000-213-<br>104-000-00         | New Hire                             | May 12, 2022                              |
| 4- Ms. Morgan Moore        | Stratton      | Teacher                    | Step<br>1/\$51,780                                        | 11-120-100-<br>101-000-00-<br>050 | New Hire                             | September 1,<br>2022                      |
| 5- Ms. Kelly Tonia         | Hill          | Teacher                    | MA+30/Step<br>11/\$67,025                                 | 11-213-100-<br>101-000-00-<br>060 | New Hire                             | September 1,<br>2022                      |
| 6- Ms. Michaela Counsellor | Stratton      | Teacher                    | Step<br>2/\$52,180                                        | 11-120-100-<br>101-000-00-<br>050 | New Hire                             | September 1,<br>2022                      |
| 7- Ms. Emily Coughlin      | Hill          | Teacher                    | Step<br>6/\$53,980                                        | 11-130-100-<br>101-000-00-<br>060 | New Hire                             | September 1,<br>2022                      |
| 8- Ms. Haley Watson        | Clifford      | Teacher                    | Step<br>1/\$51,780                                        | 11-110-100-<br>101-000-00-<br>070 | New Hire                             | September 1,<br>2022                      |
| 9- Ms. Justine Dittert     | Harker        | Teacher                    | Step<br>1/\$51,780                                        | 11-120-100-<br>101-000-00-<br>080 | New Hire                             | September 1,<br>2022                      |
| 10- Ms. Savannah Hehn      | Harker        | Teacher                    | BA/Step<br>2/\$52,180                                     | 11-120-100-<br>101-000-00-<br>080 | New Hire                             | September 1,<br>2022                      |
| 11- Ms. Haylee Dawson      | Hill          | Teacher                    | Step<br>1/\$51,780                                        | 11-212-100-<br>101-000-00-<br>060 | New Hire                             | September 1,<br>2022                      |
| 12- Ms. Alexis Cleary      | Clifford      | Long Term<br>Substitute    | \$125/day for<br>days 1-19/<br>\$200/day for<br>20 and on | 11-204-100-<br>101-000-00-<br>070 | New Hire-<br>Long Term<br>Substitute | September 1,<br>2022-December<br>23, 2022 |
| 13- Ms. Leah Viscusi       | Harker        | Teacher                    | Step<br>1/\$51,780                                        | 11-204-100-<br>101-000-00-        | New Hire- 1-<br>year contract        | September 1,<br>2022/ (pending            |

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|                           |          |                                  |           |                           |                                                                                                               |                                                                           |
|---------------------------|----------|----------------------------------|-----------|---------------------------|---------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------|
|                           |          |                                  |           | 080                       | to cover for Kristen Stranahan                                                                                | completion of ALL state required paperwork)                               |
| 14- Ms. Sieu Nguyen       | Harker   | Principal Confidential Secretary | \$38,250  | 11-000-240-105-000-00-080 | Position Change/Assuming Principal Secretary Position                                                         | September 1, 2022                                                         |
| 15- Ms. Kristen Stranahan | Harker   | Teacher                          | -         | -                         | Maternity Leave                                                                                               | September 1, 2022-June 2023/requesting to use 16 sick days prior to birth |
| 16- Ms. Denise Squibb     | Stratton | Teacher                          | -         | -                         | Resignation                                                                                                   | May 11, 2022                                                              |
| 17- Ms. Diane Maholik     | Stratton | Teacher                          | -         | -                         | Extension of leave                                                                                            | April 8, 2023                                                             |
| 18- Ms. Alexandra Nichols | District | O/T Field Placement              | -         | -                         | Field Placement under the direction of Stephanie Sparks through Cooperative Agreement with Widener University | August 29, 2022-November 18, 2022                                         |
| 19- Ms. Kaitlyn Angove    | District | O/T Field Placement              | -         | -                         | Field Placement under the direction of Justine Leash through Cooperative Agreement with Widener University    | August 29, 2022-November 18, 2022                                         |
| 20- Ms. Jennifer Boston   | Hill     | School Principal                 | \$103,350 | 11-000-240-103-000-00-070 | Principal of Walter Hill School                                                                               | July 1, 2022                                                              |
| 21- Mr. Steve Jakubowski  | District | School Business Administrator    | \$107,640 | 11-000-251-100-000-00     | <u>BA Contract</u>                                                                                            | 2022-2023 School Year                                                     |
| 22- Dr. Walter Kappeler   | District | Superintendent                   | \$160,425 | 11-000-230-100-000-00     | Salary as per contract                                                                                        | 2022-2023 School Year                                                     |

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

| Name                | Workshop                                                                      | Date & Time        | Cost | Estimated Travel Cost |
|---------------------|-------------------------------------------------------------------------------|--------------------|------|-----------------------|
| 1- Ms. Rachel Ryman | McKinney Vento Homeless Education Countywide Spring Workshop for Atlantic and | May 19, 2022/10am- | \$0  | \$0                   |

Swedesboro-Woolwich Board of Education  
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|  |                     |      |  |  |
|--|---------------------|------|--|--|
|  | Gloucester Counties | 12pm |  |  |
|--|---------------------|------|--|--|

C. Regular, Payroll, Cafeteria & Addendum Bills

Recommendation: For payment of **May 2022** regular and addendum bills in the amount of **\$783,011.32** and payment of **April 2022** payroll in the amount of **\$1,411,892.64, as submitted.**

D. Recommendation: Approve the Line Item Transfer for **April 2022** in the amount of **\$334,422.84, as submitted.**

E. Recommendation: Approve to advertise for proposal for the solicitation of bids for a custodial services company.

F. Recommendation: Approve to advertise for the solicitation of bids for a substitute teacher/paraprofessional services company.

G. Recommendation: Approve the request for proposal (**RFP**) for the use of competitive contracting for the solicitation of bids for a solar power purchase agreement to be undertaken in connection with the school district's ESIP.

H. Recommendation: Approve the Application for Extraordinary Aid for the 2021-2022 school year.

I. Recommendation: Approve the Swedesboro and Woolwich Tax Levy Payment Schedules for the year ended June 30, 2023, **as submitted.**

J. Recommendation: Approve a stipend in the amount of \$5,000 to be paid to Jennifer Boston for assuming the roles and responsibilities of our Chief Academic Officer while she is out on leave.

K. Recommendation: Approve Mrs. Joanna Gahrs, retiring September 1, 2022, to be paid for unused sick time to be determined at the end of employment. Not to exceed \$8,000, to be paid in January 2023.

L. Recommendation: Upon the recommendation of the Superintendent approve the staff members for the 2022-2023 school year, as submitted.

Board action needed: Yes (Roll Call Required)

Mrs. Rosella Musumeci

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

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**Curriculum, Policy, Community Relations Committee**

**, (Chairperson) Mrs. Natalie Baker**

A. HIB Reports

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

- B. Recommendation: Approve Heather Deitch to run Summer Library one day a week at the Stratton and Clifford Schools from July 5-August 18 from 10:00am-12:00 pm. Heather Deitch will be granted an additional hour at each building for program preparation and Library maintenance, at the contracted hourly rate of \$38.

- C. Recommendation: Approve the following paraprofessionals for 2022 ESY, at the contracted hourly rate of \$25:

- Hannah Kehoe
- Isabella Mevoli

- D. Recommendation: Approve the following paraprofessional to substitute for 2022 ESY, as needed, at the contracted hourly rate of \$25:

- Lauri Gattuso

- E. Recommendation: Approve the following Choice Students for the 2022-2023 school year:

- [#1231988380](#)

Board action needed: Yes (Roll Call Required)

Mrs. Rosella Musumeci

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,**

**(Chairperson) Mrs. 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)

**Agenda**  
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| Organization          | School/Location | Date & Time         | Activity            |
|-----------------------|-----------------|---------------------|---------------------|
| 1- The Goddard School | Hill            | June 17, 2022/2-8pm | PreK & K Graduation |

**\*\*Contingent upon the COVID 19 Activity Level Report\*\***

- B. Recommendation: Approve the updated [Long-Range Facility Plan](#) per Garrison Architect, for the 2021-2022 school year, **as submitted**.
- C. Recommendation: Approve the [Gloucester County Special Services Transportation Cooperative Contract](#) for the 2022-2023 school year, **as submitted**.
- D. Recommendation: Approve [Gloucester County Special Services School District Choice School Program](#) for the 2022-2023 school year at an annual cost of \$4.25 per Choice Student application on file with GCSSD July 2022, **as submitted**
- E. Recommendation: Approve Gloucester County Special Services School District to provide [Aid-in-Lieu](#) payments to parents/guardians of eligible non-public students for the 2022-2023 school year at an annual cost of \$4.25 per eligible nonpublic student, **as submitted**.
- F. Recommendation: Approve [Gloucester County Special Services School District to provide MVC abstracts](#) for eligible District staff obtained through the NJMVC On-line Customer Abstract Information Retrieval System, and the SWSD agrees to participate in the Gloucester County Special Services School District MVC On-line Abstract Request Program for the school year 2022-2023 at an annual cost of \$45.00, **as submitted**.

Board action needed: Yes (Roll Call Required)

Mrs. Rosella Musumeci  
Mrs. Tamara McGovern  
Mrs. Kathryn Beaver

Mrs. Natalie Baker  
Ms. Vivian Lane  
Mrs. Laurie Cecala-Read

Mrs. Julie Dickson  
Mrs. Erin Carroll  
Mrs. Gina Azzari

## **5. Old Business**

### **EXECUTIVE SESSION**

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

**Swedesboro-Woolwich Board of Education**

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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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- ☐ Matters involving quasi-judicial deliberations, and specifically: \_\_\_\_\_

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**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.

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**.

**Swedesboro-Woolwich Board of Education**  
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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).**

**June 8, 2022**

**Board/Committee Meetings as scheduled**