

Agenda
December 8, 2021
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. 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. Jaclyn Dopke	(Chair) Personnel/Finance, Negotiations Committees
☐ Mrs. Deborah Allen	(Chair) Operations Committee
☐ Mrs. Rosella Musumeci	Personnel/Finance, Negotiations Committees
☐ Mrs. Julie Dickson	Operations Committee
☐ Mrs. Tamara McGovern	Curriculum Committee
☐ Ms. Vivian Lane	Curriculum, Negotiations Committees
☐ Mrs. Erin Carroll	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: HIB, Tuition Student, Aid-In-Lieu
- ☐ 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.

Agenda
December 8, 2021
Swedesboro-Woolwich Board of Education
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- 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 **November 10, 2021, as submitted**.

Board action needed: Yes

2. **Presentations**

A. Stellar Comet of the Month- November 2021 (**IN-PERSON CEREMONIES ARE POSTPONED UNTIL FURTHER NOTICE**)

1) **Walter Hill School**

Grade 6

- Luciano Palmisano
- Addison Cetkowski
- William Sagett

2) **Charles G. Harker School**

Grade 3

- Courtney McCann
- Michael Flannery

Grade 4

- Sarah Kalb
- Jason Ajayi

Grade 5

- Adam Gross
- Maddison Holder

3) **Gov. Charles Stratton School**

Grade 1

- Nico Calo
- Mackenzie Beebe

Grade 2

- Jabri Lewis
- Rocco Sportiello

4) **Margaret Clifford School**

Preschool

- Scarlett Leverich
- Sophia Dudley

Kindergarten

- Aarnavi Gaekwad
- Sebastian Krewer
- James Richards
- Kainaat Sawhney

B. Recognition Ceremony for the following board members retiring December 31, 2021:

- Mrs. Jaclyn Dopke
- Mrs. Deborah Allen

C. Strategic Planning Virtual Presentation- Penny Ciaburri, CEO PLC Associates, Inc.

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**

Agenda
December 8, 2021
Swedesboro-Woolwich Board of Education
"A Community dedicated to inspiring life-long learners"

[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](#), as presented
[Negotiations Committee Meeting Report](#), as presented

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. Cristina Albert	Clifford	Teacher	-	-	Extension of maternity leave	Returning May 2, 2022 (original return date was January 31, 2022)
2- Ms. Audrey McSwiggan	Harker	Paraprofessional	-	-	Medical Leave	December 13, 2021- January 28, 2022
3- Ms. Jessie Deopp	Clifford	Teacher	-	-	Medical/Maternity Leave	March 28, 2022- October 2, 2022/Staff

Agenda
December 8, 2021
Swedesboro-Woolwich Board of Education
"A Community dedicated to inspiring life-long learners"

						member requesting to use 10 sick days prior to delivery.
4- Ms. Liliana Pokropski	District	Occupational Therapy Fieldwork	-	-	Occupational Therapy Fieldwork under the direction of Justine Leash via agreement with Widener University	February 3, 2022- April 28, 2022
5- Mr. Steven Robinson	District	Occupational Therapy Fieldwork	-	-	Occupational Therapy Fieldwork under the direction of Stephanie Sparks via agreement with Widener University	February 3, 2022- April 28, 2022
6- Mr. Adam Krutman	District	Field Placement	-	-	Field Placement under the direction of Rachel Ryman	2021-2022 School Year
7- Ms. Fawn Kiernan	Stratton	Clinical Practice Placement	-	-	Clinical Practice Placement under the direction of Dana Warner via agreement with Rowan University	January 3, 2022- February 15, 2022
8- Ms. Jessie Deopp	Clifford	Clinical Practice Placement	-	-	Clinical Practice Placement under the direction of Maureen Schell via agreement with Rowan University	January 3, 2022- February 15, 2022
9- Ms. Melissa Leung	Harker	Clinical Practice I & II Elementary Education Placement	-	-	Full Year Clinical Practice I & II Elementary Education Placement under the direction of Amy Kline via agreement with Rowan University	January 18, 2022- April 28, 2022 and September 6, 2022-December 21, 2022
10- Ms. Amelia Steinmetz	Harker	Teacher	-	-	Day without pay request	February 25, 2022
11- Ms. Lauren Henry	Hill	Teacher	-	-	2 Days without pay request	December 2-3, 2021
12- Mrs. Erin Seibert	Stratton	Teacher	-	-	Maternity/Medical Leave	On or around April 18, 2022- September 1, 2022/Staff member

Agenda
December 8, 2021
Swedesboro-Woolwich Board of Education
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						requesting to use 7 sick days and 2 personal days
13- Ms. Melissa Pace	Stratton	Teacher	-	-	Intermittent Family Medical Leave	2021-2022 school year (after the use of her 5 allotted family illness days)
14- Ms. Cindy Charlton	Harker	Teacher	Step 1 MA +30 \$54,573	11-213-100-101-000-00-080	Position Change-from LTS to full time teacher	January 3, 2022- Pending Certificate
15- Ms. Leah Viscusi	Hill	Long Term Substitute	\$125/day for days 1-19/\$200/day for day 20 and on	11-213-100-101-000-00-060	Long Term Substitute for Marissa Smith	January 3, 2022- on or around April 4, 2022- Pending completion of ALL State required paperwork
16- Ms. Megan Anastasia	District	Substitute School Nurse	\$225/day	11-000-213-104-000-00	Substitute School Nurse	January 3, 2022
17- Ms. Nicole Higgenbotham	Stratton	LPC	\$13/hour	11-000-262-107-000-00	New Hire LPC	January 3, 2022- Pending completion of ALL State required paperwork

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

Name	Workshop	Date & Time	Cost	Estimated Travel Cost
1- Ms. Jennifer Boston & Ms. Lori Savas	Public Foundations Level K Virtual Launch Workshop	December 15, 2021	\$289/person	\$0
2- Dr. Walter Kappeler, Mr. Steven Jakubowski, Mrs. Gina Azzari, Mrs. Julie Dickson and Mrs. Natalie Baker	Camden/Gloucester County Hybrid Meeting	December 13, 2021	\$0	\$0
3- Mr. Joel Brown	TECHSPO	January 26-28, 2022	\$490	\$250
4- Ms. Fawn Kiernan & Ms. Morgan Baals	Practical Co-Teaching Strategies: Increasing Students' Success in Today's Inclusive Classroom	January 27, 2022	\$279/person	\$0

C. Recommendation: Approve the Board Secretary's Report in accordance with 18A: 17-36 and 18A: 17-9 for the month of [October 2021](#) and [November 2021](#). 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 [October 2021](#) and [November 2021](#). The Reconciliation Report and

Agenda
December 8, 2021
Swedesboro-Woolwich Board of Education
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Board Secretary's Report are in agreement for the month of **October 2021** and **November 2021**.

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 **December 2021** [regular and addendum bills](#) in the amount of **\$1,060,048.27** and payment of **November 2021** payroll in the amount of **\$1,415,951.16, as submitted**.

E. Recommendation: Approve the [Line Item Transfer](#) for **November 2021** in the amount of **\$17,984.00, as submitted**.

F. Recommendation: Approve the [Statement of Assurance](#) for the Use of Paraprofessional Staff for the 2021-2022 school year, **as submitted**.

G. Recommendation: Approve to use Donors Choose for a PBSIS Book Vending Machine.

Board action needed: Yes (Roll Call Required)

Mrs. Jaclyn Dopke

Mrs. Rosella Musumeci

Mrs. Deborah Allen

Mrs. Natalie Baker

Mrs. Julie Dickson

Mrs. Tamara McGovern

Ms. Vivian Lane

Mrs. Erin Carroll

Mrs. Gina Azzari

Curriculum, Policy, Community Relations Committee

[Committee Meeting Report](#), as presented

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

B. Recommendation: Approve NJPEPL as the Administrative Evaluation Tool for the 2021-2022 school year.

Agenda
December 8, 2021
Swedesboro-Woolwich Board of Education
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- C. Recommendation: Approve the Marzano Administrative Evaluation Framework Tool for CAO, Instructional Facilitator, Director of Special Services and Instructional Coaches for the 2021-2022 school year.
- D. Recommendation: Approve the [ELL After School Tutoring Program](#) for grades 1 and 2 and ELL Students. Program will run from January 3, 2022 through May 25, 2022, **as submitted**.
- E. Recommendation: Approve Kim Bohanon to provide Homebound Instruction for (4531424645) per IEP, at the contracted rate of \$38 per hour.
- F. Recommendation: Approve (9290827059) to attend Gloucester County Special Services School per IEP effective 12/6/2021.
- G. Recommendation: Approve the following policies for 2nd reading, **as submitted**:
- [1648.14](#) Safety Plan for Healthcare Settings in School
 - [5751](#) Sexual Harassment of Students
 - [5111](#) Eligibility of Resident/Nonresident Students

Board action needed: Yes (Roll Call Required)

Mrs. Jaclyn Dopke	Mrs. Rosella Musumeci	Mrs. Deborah Allen
Mrs. Natalie Baker	Mrs. Julie Dickson	Mrs. Tamara McGovern
Ms. Vivian Lane	Mrs. Erin Carroll	Mrs. Gina Azzari

Operations

Buildings and Grounds, Long Range Plans, Technology, Transportation
Committee Meeting Report, as presented

- 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- Girl Scout	Stratton Art Room	Once a month 6:30-7:30 pm	Troop Meetings
2- Swedesboro Performing Arts Academy	Stratton MPR	December 10, 2021- 6:30 pm- 9:00pm December 11, 2021- 12:00 pm-	Friday night will be for them to set up and Saturday will be the performances

Agenda
December 8, 2021
Swedesboro-Woolwich Board of Education
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		9:00pm	
3- Swedesboro-Woolwich Little Theater	Stratton Music Room	Friday afternoons from 4:00pm-5:00pm	January 7, 2022-February 28, 2022

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

B. Recommendation: Approve the [Disposal of Property](#) for the Stratton School Technology, **as submitted**.

Board action needed: Yes (Roll Call Required)

Mrs. Jaclyn Dopke

Mrs. Rosella Musumeci

Mrs. Deborah Allen

Mrs. Natalie Baker

Mrs. Julie Dickson

Mrs. Tamara McGovern

Ms. Vivian Lane

Mrs. Erin Carroll

Mrs. Gina Azzari

5. Old Business

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