

Minutes
August 9, 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

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

Quorum 7-2/6:00 pm

Other's Present:

Dr. Walter Kappeler, Superintendent of Schools
Mr. Robert Miles, School Business Administrator, Board Secretary
Mr. Joel Brown, Chief Information Officer
Ms. Christina Panebianco, Assistant Board Secretary

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: _____
- 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: School Ethics Act Training
- 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, Superintendent Search
- 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: Baker/Cecala-Read approve to enter into **Executive Session** for the purpose of discussing/reviewing items as noted above.
Board action needed: Yes Time: 6:02 pm
(All yes, motion to carry 7-0)

McGovern arrived 6:05 pm making quorum 8-1

- 2) Recommendation: Beaver/Dickson approve to return to **Regular Session**.
Board action needed: Yes Time: 6:52 pm
(All yes, motion to carry 8-0)

C. Flag Salute

D. Adoption of Agenda

Recommendation: Baker/Barbara approve the adoption of the agenda, **as amended**.
Adding to personnel A11- As recommended by the Superintendent regarding action taken for staff member #4134
Board action needed: Yes
(All yes, motion to carry 8-0)

E. Approval of Minutes

Recommendation: Baker/Barbara approve the **regular** and executive session minutes dated **July 26, 2023, as submitted**.
Board action needed: Yes
(Motion to carry 6-0-2- Baker & McGovern abstain)

2. Communication

A. Superintendent

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1) Superintendent Updates

a) Regulations

- 1642.01 Sick Leave
- 2419 School Threat Assessment

b) Walter Hill and Stratton Gym floors are on track to be completed before the start of school

c) Happy to report there is no Mercury on both floors

Swedesboro-Woolwich Board of Education

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- d) School Resource Officer Agreement on agenda for approval so our SRO’s can continue to monitor our schools
- e) Congratulations to Natalie who has been selected again to speak at the School Board Conference
- f) Thank you to the staff who have been working very hard over the summer on various things
- g) Rob will be taking over as the School Security Specialist

Board member, Marie Barbara, asked about the bereavement policy in the new sick leave policy. Board solicitor, Jeff Catalano explained that at this point there is no clear guidance and we are waiting on more information.

Public Comments/Visitors- None to Report

3. Action Items

Personnel/Finance/Negotiations Committee

(Chairperson) Vivian Lane

(Chairperson) Natalie Baker

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

A. Personnel- Recommendation: Barbara/Dickson approve the following personnel items, as listed:

Name	Position/ Cert	Salary	Budget Acct #	Action	Effective Date
1- Staff ID# 4786	Teacher	-	-	Maternity Leave	On or about October 14, 2023- April 2024- Utilizing sick time as per contract
2- Staff ID # 4880	Teacher	-	-	Extension of Maternity Leave	April 1, 2024
3- Deborah Cosenza	Substitute Nurse	\$225/day	11-000-213-104-000-00	Substitute Nurse	September 1, 2023
4- Tiffany Affatigato	Substitute	\$125/day	11-215-100-101-000-00-070	Substitute	September 1, 2023-TBD- until NJ Teacher Certificate has been received
5- Tiffany Affatigato	Teacher	Step 16/MA \$83,624	11-215-100-101-000-00-070	New Hire	2023-2024 School Year- Pending completion of ALL State Required Paperwork and NJ Certificate has been received
6- Justina Funchion	Paraprofessional	Step 10/BA \$25,623	11-213-100-106-000-00-050	New Hire	September 1, 2023- pending completion of ALL state required paperwork
7- Meghan Egbert	Paraprofessional	Step 10/BA \$25,623	11-214-100-106-000-00-080	New Hire	September 1, 2023- pending completion of ALL state required paperwork

Swedesboro-Woolwich Board of Education

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8- Christine Ellen Spadano	Long Term Sub	\$125/day for day 1-20/\$200/day for day 21+	11-204-100-101-000-00-050	New Hire- LTS for Staff # 4951	September 2023-December 2023/pending completion of ALL state required paperwork
9- Shannon Carlin	Long Term Sub	\$125/day for day 1-20/\$200/day for day 21+	11-213-100-101-000-00-050	New Hire- LTS for Staff # 4856	October 2023-March 2024/pending completion of ALL state required paperwork
10- Kaitlyn Eldridge	Student Teacher	-	-	Clinical Work under the direction of Ashly DiTonno	Fall 2023
11- Staff ID# 4134	Teacher	-	-	Increment Withholding	September 1, 2023

B. Stipends- Recommendation: Barbara/Dickson approve the following stipends for the 2022-2023 school year, as listed:

Name	School	Stipend Position	Amount
1- Clifford School	Clifford	Stipend Positions for the 2023-2024 school year	See attached, as per contract
2- Stratton School	Stratton	Stipend Positions for the 2023-2024 school year	See attached, as per contract
3- Harker School	Harker	Stipend Positions for the 2023-2024 school year	See attached, as per contract
4- Hill School	Hill	Stipend Positions for the 2023-2024 school year	See attached, as per contract

C. Workshops- Recommendation: Barbara/Dickson approve the following workshops, as listed:

Name	Workshop	Date & Time	Cost	Estimated Travel Cost
1- Diane Thomas, Cristina D'Amelio, Alayna Pasztalaniec	Handle with Care Annual Trainer Recertification	October 5, 2023, Vineland NJ	\$525/person	\$0

D. Regular, Payroll, Cafeteria & Addendum Bills

Recommendation: Barbara/Dickson approve for payment of **August 2023 regular and addendum bills** in the amount of **\$314,847.22** and payment of **July 2023 payroll** in the amount of **\$283,701.35, as submitted.**

E. Recommendation: Barbara/Dickson approve the **Line-Item Transfer** for **July 2023** in the amount of **\$0, as submitted.**

F. Recommendation: Barbara/Dickson approve the **Standard Superintendent Search Agreement** between the Swedesboro-Woolwich Board of Education and The New Jersey School Boards Association (NJSBA) in the amount of **\$7,000, as submitted.**

Swedesboro-Woolwich Board of Education

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- G. Recommendation: Barbara/Dickson approve Leigh Donato to be paid for 5 unused vacation days, as per contract.
- H. Recommendation: Barbara/Dickson approve the following Clifford LPC's, for summer Office work in August 2023, not to exceed 5 days and not to exceed 5 hours/day:
- Kelly Weick
 - Jen Cardamone
- I. Recommendation: Barbara/Dickson approve Mr. Robert Miles to be appointed as Fund Commissioner to the School Health Insurance Fund (SHIF), effective July 1, 2023 to represent the Swedesboro-Woolwich Board of Education.
- J. Recommendation: Barbara/Dickson approve the school lunch & breakfast prices for the 2023-2024 school year, as listed:
- Student \$ 3.10
 - Reduced \$ 0
 - Staff \$ 4.00
 - Breakfast \$ 1.60

Board member, Tamara McGovern, mentioned that a few of the stipends caught her attention and would like to take closer look at the them.

It was explained that the stipends are part of negotiations and will be discussed at that time.

Board action needed: Yes (Roll Call Required)

(All yes, motion to carry 8-0)

Natalie Baker-Y

Julie Dickson-Y

Tamara McGovern-Y

Vivian Lane

Erin Carroll-Y

Kathryn Beaver-Y

Laurie Cecala-Read-Y

Marie Barbara-Y

Gina Azzari-Y

Curriculum, Policy, Community Relations Committee

(Chairperson) Natalie Baker

- A. Recommendation: Baker/Barbara approve the following Handle with Care Training/Retraining for Summer 2023 for the following staff member(s), \$25/hour for paraprofessionals/aide and \$38/hour for teacher/nurse, as per contract:
- Danielle Murphy
- B. Recommendation: Baker/Barbara approve the following Code of Conduct for the 2023-2024 school year, as submitted:

- [Clifford & Stratton Schools](#)
- [Harker School](#)
- [Hill School](#)

C. Recommendation: Baker/Barbara approve the following curriculum handbooks for the 2023-2024 school year, **as submitted**:

- [Gifted & Talented](#)
- [RTI for Staff](#)
- [RTI for Families](#)

D. Recommendation: Baker/Barbara approve the Marzano Framework as the Teacher Evaluation Tool for the 2023-2024 school year.

E. Recommendation: Baker/Barbara approve the following Courses for the 2023-2024 school year:

- K-6 Science
- K-6 Social Studies
- K-6 Language Arts/Literacy
- K-6 Math
- K-6 Art
- K-6 Music
- K-6 Physical Education and Health
- 3-6 World Cultures
- K-2 Technology
- 3-6 STEM
- K-2 Media Center
- K-6 Character Education
- 3-6 Gifted & Talented
- 5-6 Advance Math

F. Recommendation: Baker/Barbara approve the [District Professional Development Plan](#) for the 2023-2024 school year, **as submitted**.

G. Recommendation: Baker/Barbara approve the Annual Agreement for Professional Services with Cooper University Health Care for evaluation, as needed for the 2023-2024 school year.

Swedesboro-Woolwich Board of Education

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H. Recommendation: Baker/Barbara approve the Annual McKinney Vento Education of Homeless Children and Youth Program LEA General Intent to Collaborate for the 2023-2024 school year.

I. Recommendation: Baker/Barbara approve the **Interlocal Service Agreement** between the Township of Woolwich and the Swedesboro-Woolwich School District for the provision of Class 3 Officers during the 2023-2024 school year, **as submitted**.

J. Recommendation: Baker/Barbara approve the following policies, **as submitted**:

- **Policy 2419** School Threat Assessment Team (New) Mandated
- **Policy 1642.01** Sick Leave

Board action needed: Yes (Roll Call Required)
(All yes, motion to carry 8-0)

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

Operations

(Chairperson) Julie Dickson

A. Facility Usage Requests

Recommendation: Baker/McGovern approve Facility Usage Requests for the 2023-2024 school year, 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- Boy Scouts of America	District	Various dates and times	Meetings & Events
2- Girls Scouts of America	District	Various dates and times	Meetings & Events

B. Recommendation: Baker/McGovern approve the **Transportation Renewal Agreement** between Holcomb Bus Services, Inc and The Swedesboro-Woolwich School District for the 2023-2024 school year, **as submitted**.

Board action needed: Yes (Roll Call Required)
(All yes, motion to carry 8-0)

Swedesboro-Woolwich Board of Education

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Natalie Baker-Y

Julie Dickson -Y

Tamara McGovern-Y

Vivian Lane

Erin Carroll-Y

Kathryn Beaver-Y

Laurie Cecala-Read-Y

Marie Barbara-Y

Gina Azzari-Y

4. Old Business

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Recommendation: Baker/McGovern approve o enter into **Executive Session** for the purpose of discussing/reviewing items as noted above.

Board action needed: Yes Time: 7:30 pm
(All yes, motion to carry 8-0)

Recommendation: Return to **Regular Session**.

Board action needed: Yes Time: 9:11 pm
(All yes, motion to carry 8-0)

Delegates:

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

6. Adjournment

Recommendation: McGovern/Baker approve the adjournment of meeting.

Board action needed: Yes Time: 9:12 pm
(All yes, motion to carry 8-0)

Respectfully submitted,



Mr. Robert Miles
Board Secretary/SBA

Next Meeting(s)

September 13, 2023

Board/Committee Meetings as scheduled