

Agenda
October 11, 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 type="checkbox"/>	Gina Azzari, School Board President	All Committees
<input type="checkbox"/>	Natalie Baker, School Board Vice President	(Chair) Curriculum, (Chair) Negotiations, Personnel/Finance Committees
<input type="checkbox"/>	Julie Dickson	(Chair) Operations Committee
<input type="checkbox"/>	Tamara McGovern	Curriculum Committee
<input type="checkbox"/>	Vivian Lane	(Chair) Personnel/Finance, Negotiations Committees
<input type="checkbox"/>	Erin Carroll	Operations Committee
<input type="checkbox"/>	Kathryn Beaver	Curriculum Committee
<input type="checkbox"/>	Laurie Cecala-Read	Operations Committee
<input type="checkbox"/>	Marie Barbara	Personnel/Finance, 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 _____
- 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

September 13, 2023, September 25, 2023 and September 27, 2023, as submitted.

Board action needed: Yes

2. Presentations

A. Spring 2023 NJSLA Results- Jamie Flick.

- [2022-2023 NJSLA Annual Summary Results](#)
- [5-Year NJSLA Achievement Summary Report](#)

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- Erin Seibert

4) OPRA Log

Document (s) Requested	Who Requested	Date Received	Date Completed
1-An Electronic copy of the specifications or any other documents associated with Project ESCO (Energy Savings Improvements) BID Number- Unknown Posting Date 9/18/2023	Patricia Manarin, Deltek, Inc.	September 20, 2023	October 3, 2023
2-All 2022-2023 Landscaping awards & contracts	Mr. Paolini, Resident	September 8, 2023	September 29, 2023
3-The final and compiled bid tabulation (Bid Tally) and bid tally sheets, including all quantities and unit pricing for each bidder, for Margaret C Clifford School Parking Lot Reconstruction that was submitted on 6/15/2021.	Ms. Baisley	September, 2023	September 13, 2023

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 (Chairperson) Vivian Lane
Negotiations (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	Position/ Cert	Salary	Budget Acct #	Action	Effective Date
1- Rachel Ogbin	Teacher	\$86,824	11-120-100-101-000-00-080	Longevity	September 1, 2023
2- Karin Brown-Bolis	School Nurse	BA+15/Step 4/ \$55,084	11-000-213-104-000-00-080	Position Change	October 5, 2023
3- Cheri Kershner	1:1 School Nurse	BA Step 3/\$53,884	11-000-213-104-000-00-050	Remain 1:1 Nurse	2023-2024 School Year
4- Jennifer McIntosh	Substitute School Nurse	\$225/day	11-000-213-104-000-00	New Hire	October 12, 2023 pending completion of ALL state required paperwork
5- Tammy Romansky	LTS	\$125 for Days 1-20 and \$200 for days 21+	11-213-100-101-000-00-050	Long Term Sub	October 12, 2023 pending completion of ALL state required paperwork
6- Shannon Carlin	LTS	\$125 for Days 1-20 and \$200 for days 21+	11-204-11-101-000-00-080	Long Term Sub	On or about December 4, 2023 pending completion of ALL state required paperwork
7- Taryn Fogg	Teacher	MA Step 1/\$55,134	11-214-100-101-000-00-070	Full year LTS	September 13, 2023 pending completion of ALL state required paperwork
8- Liliana Pokropski	Occupational Therapy Student	-	-	Complete Capstone Project under the supervision of Stephanie Sparks/through the Co-Op Agreement with Widener University	January 8, 2024-April 14, 2024
9- Natalie Ivans	Occupational Therapy Student	-	-	Shadow Justine Leash through agreement with Misericordia University	Fall 2023
10- Rebecca Murray	School Counselor	-	-	Requesting day without pay	May 13, 2024

B. Stipends- Recommendation: Approve the following stipends for the 2023-2024 school year, as listed:

Name	School	Stipend Position	Amount
1- Mr. Robert Miles	District	School Safety Specialist	\$3500

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

Name	Workshop	Date & Time	Cost	Estimated Travel Cost
1- Lynne Bussott	STEM Innovation Fellowship, Information Sheet attached here	5 Virtual Monthly Meetings October 2023-March 2024 (excluding November 2023) Lynne will be receiving a \$1200 stipend to be paid by NJ STEM Innovation Fellowship for duties after school hours	\$0	\$0
2- Andrea Santos	ABS (Anti- Bullying Specialist) Certificate Program	Fall 2023- Virtual	\$500	\$0
3- Jackie Traini & Jennifer Boston	Hot Issues in Educational Law: Legal One	February 1, 2024- Virtual	\$125/person	\$0
4- Erin West & Maria Vai	The New Jersey Association of Learning Consultants Fall Symposium	October 19, 2023 (7:00 pm-9:00 pm) October 20, 2023 (9:00 am-3:00 pm)	\$205/person	\$0
5- Kelley Ginter, Erika Slowicki Alexis Sharparoff & Gwenn Waggoner	ASHA (American Speech-Language-Hearing Association) Conference Boston Ma	November 16 & 17, 2023 7:00 am-6:30 pm November 18, 2023 7:00 am-5:00 pm	\$399/person \$499/person	Total \$1627.98
6- Amy Hay & Catherine Reichardt	ASHA (American Speech-Language-Hearing Association) Conference Boston Ma	November 16 & 17, 2023 7:00 am-6:30 pm November 18, 2023 7:00 am-5:00 pm	\$99/person	\$0

D. Recommendation: Approve the Board Secretary's Report in accordance with 18A: 17-36 and 18A: 17-9 for the months of [July](#) and [August 2023](#). 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 months of **July** and **August 2023**. The Reconciliation Report and Board Secretary’s Report are in agreement for the months of **July** and **August 2023**.

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 **October 2023 regular and addendum bills** in the amount of **\$1,144,183.05** and payment of **September 2023** payroll in the amount of **\$1,586,111.73, as submitted.**

F. Recommendation: Approve the **Line-Item Transfer** for **September 2023** in the amount of **\$136,093.92, as submitted.**

G. Recommendation: Approve the Minimum Wage increase from \$14.13/hour to \$15.00/hour as required by state law, effective 1/1/2024.

H. Recommendation: Approve the **Professional Medical Staffing Agreement** between Professional Medical Staffing and the Swedesboro-Woolwich School District for substitute nursing for the 2023-2024 school year, to be used on as needed basis, at the rate of \$56/hour, **as submitted.**

I. Recommendation: Approve the **Tuition Reimbursements** for the 2023-2024 school year, **as submitted.**

J. Recommendation: Approve the submission of the ESEA Grant Application for the 2023-2024 school year:

Title I-A	\$71,619
Title II-A	\$28,083
Title III	\$10,292
Title III-Consortium	\$36,217
Title IV- Part A	\$10,000

- K. Recommendation: Approve the Gloucester County [Title III Consortium Agreement](#), **as submitted**.
- L. Recommendation: Approve the submission of the ESSER II Final Expenditure Report.
- M. Recommendation: Approve to accept the NJSIG (New Jersey School Insurance Group) [Safety Grant Award](#), in the amount of \$2,433, **as submitted**.
(Note: The grant funds are to be used for the labeling of exterior windows throughout the district).
- N. Recommendation: Approve the [Statement of Assurance](#) regarding the use of Paraprofessional staff for the 2023-2024 school year, **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
(Chairperson) Natalie Baker

- A. Recommendation: Approve HIB Self-Assessment for the 2022-2023 school year, **as submitted**.
- [Clifford School](#)
 - [Stratton School](#)
 - [Harker School](#)
 - [Hill School](#)
- B. Recommendation: Approve Haylee Dawson to provide Homebound Instruction for (#1563401854), at the contract rate of \$38/hour, pending out of district placement.
- C. Recommendation: Approve Out of District Placement to Creative Achievement Academy for student (#1563401854)
- D. Recommendation: Approve Christina McClernan to provide Homebound Instruction for (#4042381135), at the contract rate of \$38/hour.
- E. Recommendation: Approve Harker Gifted & Talented and First Lego League students to participate in the Woolwich Township Clean-Up Day on Saturday October 21, 2023.
- F. Recommendation: Approve the following policy for 2nd Reading, **as submitted**:
- [Policy # 0164.6](#) Remote Public Board Meeting During a Declared Emergency
 - [Policy # 1642.01](#) Sick Leave

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
(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- SummerFun Kids Camp	Harker Café & Gym	June 24, 2024-July 24, 2024/6:45 am-6:00 pm	Summer Camp
2- S/W Parks & Recs	Clifford School MPR	December 8, 2023/6:30-9:00 pm	Holiday Movie Night
3- SWSA	All Gym/MPR	Thursday (6:30-9:00 pm) & Saturday (1:00-4:00 pm) December 9, 2023-March 2, 2024	Practices and Games

B. Recommendation: Approve the [Health & Safety Evaluation Checklist](#) for the 2022-2023 school year, **as submitted**.

C. Recommendation: Approve the [Disposal of School Property](#), **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

5. Old Business

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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. Robert Miles
Board Secretary/SBA

Next Meeting(s).

October 30, 2023- Superintendent Interviews

November 15, 2023- Regular Meeting

Board/Committee Meetings as scheduled