

Minutes
September 13, 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
<input checked="" type="checkbox"/>	Tamara McGovern	Curriculum Committee
<input checked="" type="checkbox"/>	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: 9-0/6:00 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

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, 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 15 minutes. The Board will return to open session to conduct business at the conclusion of the executive session.

- 1) Recommendation: Baker/Barbara 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 9-0)

- 2) Recommendation: Baker/McGovern approve to return to **Regular Session**.
Board action needed: Yes Time: 6:22 pm
(All yes, motion to carry 9-0)

C. Flag Salute

D. Adoption of Agenda

Recommendation: Cecala-Read/Barbara approve the adoption of the agenda, **as presented.**

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

E. Approval of Minutes

Recommendation: Baker/Cecala-Read approve the regular and executive session minutes dated **August 9, 2023, August 30, 2023, September 11, 2023 & September 12, 2023, as submitted.**

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

2. Communication

A. Superintendent

"A Community dedicated to inspiring life-long learners"

1) Superintendent Updates

- Welcome back everyone! It was a wonderful and exciting opening
- Thank you to our parents and staff members for their patience while we work out the kinks with transportation.
- Congratulations to Matt Kelly for his first week as Walter Hill School Principal
- Back to School Night
- Please drive safely. Buses are back on the roads, children are crossing the streets. We continue to see people drive erratically around buses. Please plan accordingly and allow extra time so you can get to where you are going safely. Please never pass a bus!!

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- Our Community Heroes are collecting school supplies for at risk students.

Shout Outs!

- Thank you to the secretaries, the maintenance department, and the IT department for working so hard to ensure a smooth opening at the Harker School.
- Thank you to the PTO for having Rita's water ice at the Harker School for our first staff in-service.
- Thank you to the PTO for welcoming our students back with the sign gypsies!

- Thank you to the Harker School staff who came in over the summer to get their rooms ready for Open House.
- Congratulations to Tara Roberto: Due to her hard work, the Harker School Butterfly Garden, "Wings and Wonder" is now an official Monarch Butterfly Waystation.
- Jeni Boston for going above and beyond helping with my transition into Principal at Hill.
- The staff at Walter Hill for a smooth opening of school year, their understanding with last minute changes, a great back to school night, and their kindness and candor to our students.
- The PTO for a great chalk the walk!

2) District Enrollment

a) Report, **as submitted**

[Clifford
Stratton
Harker
Hill](#)

3) OPRA Log

Document (s) Requested	Who Requested	Date Received	Date Completed
1- 1) Please provide documents indicating the total number of students enrolled in all public schools and charter schools in your District for the 2022-2023 school year; 2) Please provide documents indicating the total number of students whose parents have availed themselves of the opt-out provisions of N.J.S.A.18A:35-4.7 and opted their child out of all or a portion of the 2020 NJSLS-CHPE mandate or curriculum promulgated in accordance thereto for the 2022-2023 school year. Please provide documents indicating the number of opt-outs by individual grade	Michael Gottesman, Individually and as Founder of the New Jersey Public Education Coalition	August 5, 2023	August 28, 2023

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<p>levels.</p> <p>3) Please provide a copy of the document(s) used by the district by which parents can opt-out or opt-in their children from all or a portion of the curriculum mandated by the 2020 NJSLS-CHPE in your district.</p> <p>4) Please provide documents showing how you implemented the “parent opt-out” for the 2020 NJSLS-CHPE and Health & Physical Education curriculum and a copy of the document by which parents can opt-out their children from all or a portion of the curriculum mandated by the 2020 NJSLS-CHPE in your district. Including but not limited to forms, flyers, emails to parents and/or a website.</p> <p>4) Please provide documents showing how the 2020 NJSLS-CHPE mandate was implemented in your district, for example: a) in the classroom; b) at home by parents; c) as a homework assignment; d) in an assembly; e) as a webinar; f) being taught on the last day of school; g) any methods but with elements removed; h) not at all.</p> <p>6) Copies of the BOE policies and regulations regarding the composition of your “Book Review Committee,” as well as policies controlling book reviews or book removal requests.</p> <p>7) Copies of any book removal or review requests made by residents of your school district since November 1, 2022 to present.</p> <p>8) If any books have been removed from curriculum or from public school libraries as a result of a demand for removal or by the Board action in accordance with your book removal policy, copies of all documents relating to the review or removal.</p> <p>9) Any documents, policies or regulations relating to the review of current textbooks or the review of new textbooks or textbooks being considered for purchase.</p> <p>10) Copies of all legal bills from the Board Attorney or from any outside council from January 1, 2023 to present</p>			
<p>2- Records for the tax year in relation to your mailroom equipment lease or purchase order. Please provide a most recent copy of the lease that shows the type of mailing equipment, monthly/quarterly payment, and date of the signed agreement.</p>	<p>James Roberts, TriState Office</p>	<p>August 18, 2023</p>	<p>August 29, 2023</p>

Public Comments/Visitors- None to Report

3. Action Items

Personnel/Finance/Negotiations Committee
Personnel & Finance Committee (Chairperson) Vivian Lane
Negotiations Committee (Chairperson) Natalie Baker

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

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

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Name	Position/ Cert	Salary	Budget Acct #	Action	Effective Date
1- Erin West	LDTC	Step 10/MA+30 \$72,818	11-000-219- 104-000-00- 060	Lane Change to MA+30	September 1, 2023
2- Justine Dittert	Teacher	Step 2/BA+30 \$54,834	11-120-100- 000-00-080	Lane Change to BA+30	September 1, 2023
3- Justine Dittert	Teacher	-	-	Administrative Internship under the direction of Carolynne Sandy & Lorraine Campbell	2023-2024 School Year
4- Patrick Kenney	Student	-	-	Occupational Therapy Field Placement under the direction of Katie DiMenna, through the cooperative agreement with Widener University	Thursdays September 18, 2023-December 18, 2023
5- Chloe Sweeney	Student	-	-	Student Teacher Placement under the direction of Shari Nair	Fall 2023
6- Madelynn Interlante	School Nurse	-	-	Resignation	On or around October 20, 2023
7- Megan Tatam	Teacher	-	-	Requesting 2 days without pay	October 30th & 31st, 2023
8- Rebekah Schultz	Teacher	-	-	Requesting 1 day without pay	February 23, 2023
9- Michelle Frost	Nurse	\$225/day	11-000-213- 104-000-00	Substitute Nurse	September 1, 2023/ pending completion of ALL state required paperwork
10- Deborah Cosenza	Nurse	\$225/day	11-000-213- 104-000-00	Substitute Nurse	September 1, 2023/ pending completion of ALL state required paperwork
11- Staff ID # 4833	Teacher	-	-	Intermittent Medical Leave	September 13, 2023- September 13, 2024
12- Staff ID # 4251	District	-	-	Medical Leave	Beginning November 13, 2023 for approximately 8 weeks
13- Jennifer Eisenstein	LPC	\$14.13/hour	60-910-310- 100-000-00	LPC New Hire	September 1, 2023/pending completion of ALL state required paperwork
14- Karin Brown-Bolis	1-1 Nurse	Step 4/BA+15 \$55,084	11-000-213- 104-000-00- 050	New Hire	TBD- pending completion of All state required paperwork
15- Gloria Burnett-Harrison	LPC Substitute	\$14.13/hour	60-910-310- 100-000-00	LPC New Hire	September 14, 2023 pending completion of ALL state required paperwork

B. Stipends- Recommendation: Baker/Barbara approve the following stipends for the 2023-2024 school year, as listed:

Name	School	Stipend Position	Amount
1- Stratton School	Stratton	Revised Stipend Positions for the 2023-2024 school year	See attached

D. Recommendation: Baker/Barbara approve the [Board Secretary's Report](#) in accordance with 18A: 17-36 and 18A: 17-9 for the month of **June 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 month of **June 2023**. The Reconciliation Report and Board Secretary's Report are in agreement for the month of **June 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: Baker/Barbara approve for payment of **September 2023 regular and addendum bills** in the amount of **\$1,759,234.85** and payment of **August 2023 payroll** in the amount of **\$341,763.92, as submitted**.

F. Recommendation: Baker/Barbara approve the Line-Item Transfer for **August 2023** in the amount of **\$200,462.02, as submitted**.

G. Recommendation: Baker/Barbara approve for Robert Miles to be surety bonded at \$250,000 by Conner Strong & Buckelew.

Board action needed: Yes (Roll Call Required)

(All yes, motion to carry 9-0)

Natalie Baker-Y

Julie Dickson-Y

Tamara McGovern-Y

Vivian Lane-Y

Erin Carroll-Y

Kathryn Beaver-Y

Laurie Cecala-Read-Y

Marie Barbara-Y

Gina Azzari-Y

Curriculum, Policy, Community Relations Committee

Committee Meeting (Chairperson) Natalie Baker

A. Recommendation: Baker/McGovern approve the following policy for 1st Reading, **as submitted**:

- [Policy # 0164.6](#) Remote Public Board Meeting During a Declared Emergency

- B. Recommendation: Baker/McGovern approve the Annual [Nursing Plan](#) for the 2023-2024 school year, **as submitted**.
- C. Recommendation: Baker/McGovern approve the submission of the IDEA Final Report (2022-2023), all funds expended.
- D. Recommendation: Baker/McGovern approve to accept the [SSDS \(Student Safety Data System\)](#) information the 2022-2023 school year, **as submitted**.
- E. Recommendation: Baker/McGovern approve the [Mentoring Plan](#) for the 2023-2024 school year, **as submitted**.

Board action needed: Yes (Roll Call Required)
 (All yes, motion to carry 9-0)

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

Operations

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

- A. Facility Usage Requests
Recommendation: Baker/Barbara 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- K/W Youth Basketball	All Schools	October 2023-March 2024	Practices & Games
2- S/W Little Theater	Harker	September 28, 2023/4-5 pm	Rehearsal
3- Four Seasons at Weatherby	Stratton	September 27, 2023/6:30-9:00	HOA Meeting
4- SWSA	Hill	October 3-4, 2023/5-9 pm	Pictures
5- Swedesboro Council Board of Health	Hill	November 2023- Date TBD	Health Presentation

- B. Recommendation: Baker/Barbara approve the [Bus Routes](#) for the 2023-2024 school year, **as submitted**.

Board action needed: Yes (Roll Call Required)
(All yes, motion to carry 9-0)

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

4. Old Business

EXECUTIVE SESSION

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- Matters involving anticipated or pending litigation, including matters of attorney-client privilege, and specifically: _____
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BE IT FURTHER RESOLVED that the Board anticipates the executive session to last approximately 60 minutes. The Board will return to open session to conduct business at the conclusion of the executive session.

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

Board action needed: Yes Time: 6:49 pm
(All yes, motion to carry 9-0)

Recommendation: Baker/Cecala-Read approve to return to **Regular Session**.

Board action needed: Yes Time: 8:38 pm
(All yes, motion to carry 9-0)

Delegates:

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

6. Adjournment

Recommendation: Dickson/Baker approve the adjournment of meeting.

Board action needed: Yes Time: 8:39 pm
(All yes, motion to carry 9-0)

7

Respectfully submitted,



Mr. Robert Miles
Board Secretary/SBA

Next Meeting(s).

October 11, 2023

Board/Committee Meetings as scheduled