

Agenda
November 15, 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 **October 11, 2023 and October 30, 2023, as submitted**.

Board action needed: Yes

2. Presentations

A. Stellar Comet of the Month- **October 2023**

1) **Walter Hill School**

Grade 6

- Amber Cahill
- Addison Hoover
- Elijah Coxe
- Sarah Kalb

2) **Charles G. Harker School**

Grade 3

- Edward Pratt
- Alaina Menzoni

Grade 4

- Blake DeYoung
- Lauren Pfaefflin

Grade 5

- Ari Morgan
- Lyla DiPalma

3) **Gov. Charles Stratton School**

Grade 1

- Rowland Stanton

- Scarlett Fischer
- Grade 2
- Victor Arthur
 - Margaret Trammel

4) **Margaret Clifford School**
Kindergarten

- Amreet Kaur
- Giovanni Aponte
- Rylee Reagan
- Hunter Rooney

3. Communication

A. Superintendent

“A Community dedicated to inspiring life-long learners”

1) Superintendent Updates

a) Regulations

- [3212](#) Attendance
- [4212](#) Attendance
- [5111](#) Eligibility of Resident/Non-Resident Students
- [5116](#) Education of Homeless Children and Youths

2) District Enrollment

a) Report, **as submitted**

- [Clifford](#)
- [Stratton](#)
- [Harker](#)
- [Hill](#)

3) OPRA Log

Document (s) Requested	Who Requested	Date Received	Date Completed
1-Electronic copy of all payment transactions for the fiscal year 2022-2023	Christopher Cattoni, American Transparency	October 24, 2023	October 27, 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 Committee Meeting Report, (Chairperson) Vivian Lane
Negotiations Committee Meeting Report, (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- Vivian Gracie	Teacher	-	-	Retirement	February 1, 2024
2- Laura Wygant	Teacher	-	-	Resignation	On or around December 22, 2023
3- Keri DeLorenzo	Teacher	Step 1/MA/ \$55,134	11-120-100- 101-000-00- 080	New Hire- Replacing Laura Wygant	January 2, 2024- pending completion of ALL state required paperwork
4- Laura Lanzetti	LPC	\$14.13/hour	60-910-310- 100-000-00	New Hire	November 16, 2023- pending completion of ALL state required paperwork
5- Dr. Kristin Kellogg	Superintendent	\$160,000 (prorated)	11-000-230- 100-000-00	New Hire <u>County Approved Contract</u>	December 1, 2023- pending completion of ALL state required paperwork
6- Jennifer Eisenstein	LPC	\$13.13/hour	60-910-310- 100-000-00	Going from substitute LPC to full time LPC	November 27, 2023
7- Jodi Shinn	LPC Substitute	\$14.13/hour	60-910-310- 100-000-00	New Hire- LPC Substitute	November 16, 2023- pending completion of ALL state required paperwork
8- Staff ID# 4103	Teacher	-	-	Medical Leave	October 31, 2023- November 27, 2023

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

Name	Workshop	Date & Time	Cost	Estimated Travel Cost

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1- Robert Miles	NJSBO Workshops Board Basics for Newer BA's Budget Guidelines & Software Review/Best Budget Practices Purchasing	December 5, 2023 January 30, 2024 March 26, 2024	\$50.00 \$50.00 \$125.00	\$0
2- Carolynne Sandy	Model Schools Conference	June 23-26, 2024	\$795	\$0
3- Jamie Flick, Jennifer Garcia- Griffin & Lori Savas	Science of Reading- Decodable Text- Camden County College	December 1, 2023	\$149/person	\$0
4- Tiffany Sciorillo & Alaine Zizzamia	School Counseling Related to School Climate and Multi-Tiered Systems of Support (MTSS)	December 1, 2023	\$149/person	\$0

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

D. Regular, Payroll, Cafeteria & Addendum Bills

Recommendation: For payment of **November 2023** regular and addendum bills in the amount of **\$1,216,111.60**, ratified bills in the amount of **\$9,136.39** and payment of **October 2023** payroll in the amount of **\$1,562,302.13**, **as submitted**.

- E. Recommendation: Approve the **Line-Item Transfer** for **October 2023** in the amount of **\$172,391.64, as submitted.**
- F. Recommendation: Approve to appoint Mr. Robert Miles as Acting Superintendent of Schools beginning November 16, 2023 with an anticipated end date of November 30, 2023, at the \$400/day.
Approval from Executive County Superintendent attached.
- G. Recommendation: Approve Vivian Gracie to be paid accumulated unused sick time, not to exceed \$8000, on July 15, 2024, as per contract.
- H. Recommendation: Approve the **2024-2025 Budget Calendar**, **as submitted.**
- I. Recommendation: Approve payment for Dr. Kappeler vacation buy out in the amount of \$12,772.20 and Medical opt out in the amount of \$1,874.97.

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
[Committee Meeting Report](#), (Chairperson) **Natalie Baker**

- A. Recommendation: Approve the Paw Therapy Program at the Harker school for the 2023-2024 school year.
- B. Recommendation: Approve Maddy Walker to provide Homebound Instruction on an as needed basis, at the contract rate of \$38/hour.
- C. Recommendation: Approve the annual contract with NJCIE (New Jersey Center for Inclusive Education), Consultation/Coaching days, per IEP, at the rate of \$1200/day.
- D. Recommendation: Approve Brookfield Schools to provide Homebound Based Instruction for (#7300464046) as per their annual contract rate of \$38/hour.
- E. Recommendation: Approve (#8552) to attend Bancroft School for the 2023-2024 school year, per IEP, effective November 28, 2023.
- F. Recommendations: Approve the following policies for 1st reading:
- [Policy # 2270](#) Religion in the Schools
 - [Policy # 3161](#) Examination for Cause
 - [Policy # 3212](#) Attendance
 - [Policy # 3324](#) Right of Privacy
 - [Policy # 3432](#) Sick Leave (Abolished)
 - [Policy # 4161](#) Examination for Cause
 - [Policy # 4212](#) Attendance
 - [Policy # 4324](#) Right of Privacy
 - [Policy # 4432](#) Sick Leave (Abolished)
 - [Policy # 5111](#) Eligibility of Resident/Non-Resident Students
 - [Policy # 5116](#) Education of Homeless Children and Youths
 - [Policy # 8500](#) Food Services
 - [Policy # 8540](#) School Nutrition (Abolished)
 - [Policy # 8550](#) Meal Charges (Abolished)

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
Committee Meeting Report, (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- Swedesboro Performing Arts	Stratton MPR- Stage Side	December 9, 2023/12pm-2pm	Holiday Recital
2- Greater Swedesboro Business Association	Hill Parking Lot	November 25, 2023.8am-3pm	Parade Staging Area

B. Recommendation: Approve the following Disposal of Property, **as submitted.**

- [Walter Hill](#)
- [Stratton](#)
- [Technology](#)

C. Recommendation: Approve the following Evacuation Drills for the 2023-2024 school year, **as submitted:**

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

D. Recommendation: Approve the **DRTRS** (District Report of Transported Resident Students) 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

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**.

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).

December 13, 2023

Board/Committee Meetings as scheduled