

**Minutes**  
**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**

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**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

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Gina Azzari	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
Laurie Cecala-Read	Operations Committee
<input checked="" type="checkbox"/> Marie Barbara	Personnel/Finance, Negotiations Committees

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Quorum: 5-4/6:00 pm

Other's Present:

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



- 1) Recommendation: Dickson/Carroll 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 5-0)
  
- 2) Recommendation: Dickson/Beaver approve to return to **Regular Session**.  
Board action needed: Yes Time: 6:30 pm  
(All yes, motion to carry 5-0)

C. Flag Salute

D. Adoption of Agenda

Recommendation: Barbara/Dickson approve the adoption of the agenda, **as presented.**

Board action needed: Yes  
(All yes, motion to carry 5-0)

E. Approval of Minutes

Recommendation: Dickson/Barbara approve the regular and executive session minutes dated [September 13, 2023](#), [September 25, 2023](#) and [September 27, 2023](#), **as submitted.**

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

## 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

Shout Outs!

- Thanks Officer Rodney for showing up rain or shine to help with student drop off every morning!

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- Thank you to Deb Statile and Tara O'Neil for everything they do to support the Stratton students and staff.
- Shout out to the Curriculum and Tech Departments who do so much behind the scenes to ensure the school year is off to a smooth start. Can't thank you enough!
- Congratulations to Cindy Charlton on the completion of her doctoral studies!
- Happy Principal's month to our building leaders.
- Thank you, Stratton Teachers, for a wonderful Back to School Night!
- Thank you to Mrs. DiSandro and the entire PTO for a fantastic Fall Family Fun Night!

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.

1- Mrs. Elieen Healey- SWEA President

- Mrs. Healey thanked Dr. Kappeler and the School Administrators for working with the staff and making the district a family atmosphere.
- Expressed concerns about the New Warehouses
- Commented on the test scores being strong. She attributed it to the teachers not moving to different grades but being able to gain consistency by remaining in same grade

### **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:*

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**A. Personnel- Recommendation:** Beaver/Dickson 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:** Beaver/Dickson 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

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

Name	Workshop	Date & Time	Cost	Estimated Travel Cost
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1- Lynne Bussott	STEM Innovation Fellowship, Information Sheet attached <a href="#">here</a>	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 (Virtual)	\$99/person	\$0

D. Recommendation: Beaver/Dickson 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: Beaver/Dickson approve 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: Beaver/Dickson approve the **Line-Item Transfer** for **September 2023** in the amount of **\$136,093.92, as submitted.**
  
- G. Recommendation: Beaver/Dickson approve the Minimum Wage increase from \$14.13/hour to \$15.00/hour as required by state law, effective 1/1/2024.
  
- H. Recommendation: Beaver/Dickson 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: Beaver/Dickson approve the **Tuition Reimbursements** for the 2023-2024 school year, **as submitted.**
  
- J. Recommendation: Beaver/Dickson 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: Beaver/Dickson approve the Gloucester County **Title III Consortium Agreement**, **as submitted.**
  
- L. Recommendation: Beaver/Dickson approve the submission of the ESSER II Final Expenditure Report.



M. Recommendation: Beaver/Dickson 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: Beaver/Dickson 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)

(All yes, motion to carry 5-0)

Natalie Baker-Y

Julie Dickson-Y

Tamara McGovern

Vivian Lane

Erin Carroll-Y

Kathryn Beaver-Y

Laurie Cecala-Read

Marie Barbara-Y

Gina Azzari

**Curriculum, Policy, Community Relations Committee**  
**(Chairperson) Natalie Baker**

- A. Recommendation: Carroll/Barbara approve HIB Self-Assessment for the 2022-2023 school year, **as submitted**.
- [Clifford School](#)
  - [Stratton School](#)
  - [Harker School](#)
  - [Hill School](#)
- B. Recommendation: Carroll/Barbara approve Haylee Dawson to provide Homebound Instruction for (#1563401854), at the contract rate of \$38/hour, pending out of district placement.
- C. Recommendation: Carroll/Barbara approve Out of District Placement to Creative Achievement Academy for student (#1563401854)
- D. Recommendation: Carroll/Barbara approve Christina McClernan to provide Homebound Instruction for (#4042381135), at the contract rate of \$38/hour.
- E. Recommendation: Carroll/Barbara 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: Carroll/Barbara approve the following policy for 2<sup>nd</sup> 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)

(All yes, motion to carry 5-0)

Natalie Baker-Y

Julie Dickson-Y

Tamara McGovern

Vivian Lane

Erin Carroll-Y

Kathryn Beaver-Y

Laurie Cecala-Read

Marie Barbara-Y

Gina Azzari

**Operations**

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

A. Facility Usage Requests

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

C. Recommendation: Beaver/Dickson approve the [Disposal of School Property](#), **as submitted.**

Board action needed: Yes (Roll Call Required)

(All yes, motion to carry 5-0)

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

5. **Delegates:**

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

**6. Adjournment**

Recommendation: Dickson/Carroll approve the adjournment of meeting.

Board action needed: Yes

Time: 7:24 pm

(All yes, motion to carry 5-0)

**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**