

Minutes
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 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
<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: 8-1/6:00 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

- 1) Recommendation: Dickson/Barbara approve to enter into **Executive Session** for the purpose of discussing/reviewing items as noted above.
Board action needed: Yes Time: 6:01 pm
(All yes, motion to carry 8-0)

- 2) Recommendation: Baker/Dickson approve to return to **Regular Session**.
Board action needed: Yes Time: 6:27 pm
(All yes, motion to carry 8-0)

C. Flag Salute

D. Adoption of Agenda

Recommendation: Dickson/Baker approve the adoption of the agenda, **as presented**.
Board action needed: Yes
(All yes, motion to carry 8-0)

E. Approval of Minutes

Recommendation: Barbara/Baker approve the regular and executive session minutes dated **October 11, 2023** and **October 30, 2023**, **as submitted**.
Board action needed: Yes
(October 11, 2023: 7-0-1- Azzari abstained; October 30, 2023 8-0)

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

b) Superintendent Updates

- Thank you to our building administration for opening our schools to parents and caregivers. It is so nice to see them in our schools again. to our families and caregivers
- ESP Appreciation Day
- Joint Land Use Board Meeting- November 16, 2023 at the Woolwich Municipal Hall
- Congratulations to our new board members Ken Riley, Al Beaver and the re-election of Tamara McGovern
- A Big thank you to Kathy Beaver and Vivian Lane for your hard work and dedication

c) Shout Outs!

- Congratulations to the third-grade team for hosting a successful Pirate Night for the students and their caregivers.
- Shout out to Miss Alexis Cancila for inviting her students' caregivers in to participate in a Hispanic Heritage Celebration!
- Thank you to the Harker Staff for helping with bus evacuation!
- Shout out to Mrs. Camlin and Mr. DiGiacomo for inviting the students' caregivers in to watch a presentation of the states.
- Shout out to Mrs. Cancila, Miss Cancila, Mr. Wojciechowski and the members of G&T and FLL for participating in a clean-up of Locke Ave. Park.
- Thank you to Mrs. Fox and Mr. Murray for providing the music for Harker's Fall Festival Parade.
- Shout out to staff who participated in the ESL Family Night with a special thanks to Kylie Crompton for leading the event.
- Much appreciation to staff who have presented various Professional Development sessions including Cristina D'Amelio, Alayna Pasztalaniec, Stan Coleman, Kylie Crompton, Maria Sohn, Kelly Woronicak, Kelley Stingle, Caroline Smith, Darrell Ford and Lori Savas.
- Fantastic job done by the Walter Hill Staff in holding their 2nd annual Trunk or Treat! With the guidance of Team Leader Nick Leyboldt, the staff gave families a chance to see creative decorations and have tons of fun!
- "Thank you Dr. Kappeler for your time as superintendent to the SW district. Best wishes on your new endeavor. "
- Shout out to Deana Stone and the entire ELL department for a successful ELL Family Fun Night at the Clifford School.
- Shout out to Walt Sandy for his continued help with morning car line duty, and the countless other things he does for the Clifford School.
- Shout out to the 6th grade students who came for our Book Buddies event at the Clifford School. The 6th graders went into each classroom and read and did an activity with the students!
- Thank you to Mrs. Alaine Zizzamia, Ms. Linsley Shainline, and Mr. Kelly for supporting our Book Buddies program!
- Shout-Out to Maria Sohn as she arranged for two researchers from Google to visit the Stratton School. Both researchers work on the Read Along Program that Mrs. Sohn has been using with students. The visitors traveled all the way from India to see our students in action!
- Shout out to Linsley Shainline for stepping in for Mrs. Traini for our Fall Festival parade and for hosting our first assembly of the year!

- Thank you Janeen Buirch, Pat Titus, and Deb Statile for organizing our American Education week STEAM Activity!
- Thank you Gina D’Adamo and the awesome cafeteria staff for the table of treats for the Stratton parents in celebration of American Education Week.

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

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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. Eileen Healey- SWEA President- Mrs. Healey wanted to remind the public everyone about the Warehouse Meeting being held tomorrow and addressed the concerns they have with this project.

Mrs. Healey thanked Dr. Kappeler for his time here in the district. "Right person at the right time" and welcomed Dr. Kellogg to the district.

4. Action Items

Personnel/Finance/Negotiations Committee
Personnel & Finance Committee Meeting Report, (Chairperson) Vivian Lane
Negotiations Committee Meeting Report, (Chairperson) Natalie Baker
 ▪ **Superintendent and Interim Contracts**

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

A. Personnel- Recommendation: Barbara/Lane 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: Barbara/Lane 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: Barbara/Lane 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: Barbara/Lane approve 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: Barbara/Lane approve the Line-Item Transfer for **October 2023** in the amount of **\$172,391.64**, as submitted.

- F. Recommendation: Barbara/Lane 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: Barbara/Lane approve Vivian Gracie to be paid accumulated unused sick time, not to exceed \$8000, on July 15, 2024, as per contract.

- H. Recommendation: Barbara/Lane approve the 2024-2025 Budget Calendar, as submitted.

- I. Recommendation: Barbara/Lane 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)

(All yes, motion to carry 8-0)

Natalie Baker-Y	Julie Dickson -Y	Tamara McGovern
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 Report, (Chairperson) Natalie Baker

• Policies- 1st Reading

- A. Recommendation: Baker/Lane approve the Paw Therapy Program at the Harker school for the 2023-2024 school year.
- B. Recommendation: Baker/Lane approve Maddy Walker to provide Homebound Instruction on an as needed basis, at the contract rate of \$38/hour.
- C. Recommendation: Baker/Lane 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: Baker/Lane approve Brookfield Schools to provide Homebound Based Instruction for (#7300464046) as per their annual contract rate of \$38/hour.
- E. Recommendation: Baker/Lane approve (#8552) to attend Bancroft School for the 2023-2024 school year, per IEP, effective November 28, 2023.
- F. Recommendations: Baker/Lane 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)

(All yes, motion to carry 8-0)

Natalie Baker-Y

Julie Dickson-Y

Tamara McGovern

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

- Solar Panel Update
- LED Lights are being installed throughout the district
- BIDS for Landscaping and Engineering

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- 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: Baker/Barbara approve the following Disposal of Property, **as submitted.**

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

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

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

D. Recommendation: Baker/Barbara approve the **DRTRS** (District Report of Transported Resident Students) for the 2023-2024 school year, **as submitted.**

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

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

5. **Delegates:**

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

6. Adjournment

Recommendation: Lane/Barbara approve the adjournment of meeting.

Board action needed: Yes

Time: 7:19 pm

(All yes, motion to carry 8-0)

Respectfully submitted,



Mr. Robert Miles
Board Secretary/SBA

Next Meeting(s).

December 13, 2023

Board/Committee Meetings as scheduled