

Minutes
January 3, 2024
Swedesboro-Woolwich Board of Education
"A Community dedicated to inspiring life-long learners"
Gov. Charles Stratton School
15 Fredrick Boulevard
Woolwich Township, NJ 08085
6:00pm Regular Session

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. [Election Results](#), as submitted.

C. Reading of Oaths to Office- Newly Elected Members
(Publicly read oaths)

- Alfred Beaver
- Tamara McGovern
- Kenneth Riley

D. [Code of Ethics](#), as submitted

E. Roll Call

<i>Board Member</i>	<i>Term Expires</i>
<input checked="" type="checkbox"/> Gina Azzari	2024
<input checked="" type="checkbox"/> Natalie Baker	2025
<input checked="" type="checkbox"/> Marie Barbara	2025
<input checked="" type="checkbox"/> Alfred Beaver	2025
<input checked="" type="checkbox"/> Laurie Cecala-Read	2024
<input checked="" type="checkbox"/> Erin Carroll	2024
<input checked="" type="checkbox"/> Julie Dickson	2025
<input checked="" type="checkbox"/> Tamara McGovern	2026
<input checked="" type="checkbox"/> Kenneth Riley	2026

Quorum: 9-0/6:06 pm

F. Flag Salute

G. **Nominations for the position of Board President.**

Motion to nominate: Marie Barbara nominated Gina Azzari Al Beaver second

Other nominations: N/A

Motion to close the nominations for the position of Board President:

Dickson/Barbara

(All yes, motion to carry 9-0)

Board action needed: Yes (Roll Call Required)

Gina Azzari-Y	Natalie Baker-Y	Marie Barbara-Y
Alfred Beaver-Y	Erin Carroll-Y	Laurie Cecala-Read-Y
Julie Dickson-Y	Tamara McGovern-Y	Kenneth Riley-Y

Turn meeting over to the new Board President

H. **Nominations for the position of Vice-President.**

Motion to nominate: Marie Barbara nominated Natalie Baker McGovern second

Other nominations: N/A

Motion to close the nominations for the position of Board Vice President:

Dickson/Beaver

(All yes, motion to carry 9-0)

Board action needed: Yes (Roll Call Required)

Gina Azzari-Y	Natalie Baker-Y	Marie Barbara-Y
Alfred Beaver-Y	Erin Carroll-Y	Laurie Cecala-Read-Y
Julie Dickson-Y	Tamara McGovern-Y	Kenneth Riley-Y

I. **Standing Committee Appointments**

• **Curriculum Committee**

(Curriculum, Policy & Community Relations)

- (Chairperson) Natalie Baker
- Tamara McGovern
- Erin Carroll

• **Operations Committee**

(Building & Grounds, Long Range, Technology & Transportation)

- (Chairperson) Julie Dickson

- Laurie Cecala-Read
- Al Beaver
- **Personnel Committee**
(Finance & Personnel)
 - (Chairperson) Marie Barbara
 - Natalie Baker
 - Ken Riley

Special Committee Appointments

- **Negotiations Committee**
 - (Chairperson) Natalie Baker
 - Marie Barbara
 - Ken Riley

2. Action Items

- A. Recommendation: Baker/Dickson motion to open regular meeting.
Board action needed: Yes
 (All yes, motion to carry 9-0)
- B. Recommendation: Baker/Cecala-Read approve the adoption of the agenda, **as presented**.
Board action needed: Yes
 (All yes, motion to carry 9-0)

3. Appointments for 2023-2024 School Year- Resolutions

- A. Recommendation: Baker/McGovern approve the following Professional Services as listed:

Company Name	Type of Service
1- Parker McCay	School Solicitor
2- McManimon, Scotland & Baumann, LLC & Wilentz, Goldman & Spitzer	Bond counsel
3- Phoenix Advisors Financial Group, LLC	Financial Advisory Services
4- Inspira Health Network Medical Group, P.C. (formerly known as DePersia Medical Group)	Medical Inspector/ School Doctors, Staff

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5- Advocare Pediatrics Medical Group	Medical Inspector/ School Doctors, Students
6- Garrison Architects	School Architect
7- Holt, McNally & Associates	School District Auditor
8- Lakeview Financial	403b Provider
9- Coastal Environmental Compliance, LLC	Environmental Services
10- Integrity Consulting Group	Insurance Broker of Record- Employee Health Benefits
11- Conner, Strong & Buckelew	Insurance Broker of Record- Property & Casualty & Workers Compensation
12- SJ Services	Custodial Services

B. Recommendation: Baker/McGovern approve the following Personnel Services as listed:

Employee Name	Type of Service
1- Mr. Robert Miles	School Board Secretary
2- Mr. Robert Miles	Public Agency Compliance Officer
3- Mr. Robert Miles	Custodian of Records
4- Mr. Robert Miles	Authorize to award contracts up to bid threshold of \$32,000, and set quote threshold at 15% (\$4,800) of bid threshold amount for the 2023-2024 school year
5- Mrs. Christina Panebianco	Assistant Board Secretary @ \$125/meeting
6- Mr. Joseph Murray	Assistant Technology Support @ \$100/meeting
7- Mrs. Debbie Gambino	Officer for Reconciling Monthly Accounts
8- Mr. Joshua Stow	Integrated Pest Management
9- Mr. Joshua Stow	Right to Know Officer
10- Mr. Keith Doster	Indoor Air Quality Designee
11- Mrs. Heather Worrell	Affirmative Action Compliance Officer for Personnel
12- Mrs. Heather Worrell	Homeless Liaison

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13- Mrs. Heather Worrell	Truancy and Attendance Officer
14- Mrs. Heather Worrell	504 Officer
15- Mrs. Jamie Flick	Data Coordinator
16- Mr. Robert Miles	School Safety Specialist @ \$3500 annually
17- Mrs. Lorraine Campbell	HIB Coordinator/Municipal Alliance Rep

- C. Recommendation: Baker/McGovern approve the following positions as Signatories for the Districts Banking Accounts:
 Superintendent: Dr. Kristin Kellogg
 Business Administrator: Mr. Robert Miles
 Board President: Gina Azzari
- D. Recommendation: Baker/McGovern approve the Resolution approving the utilization of manual checks written pursuant to board [policy #6470](#), **as submitted**.
- E. Recommendation: Baker/McGovern approve collection and maintenance of Pupil Records (as per FERPA).
- F. Recommendation: Baker/McGovern approve readopting any existing contracts and agreements, including maintenance/warranty, to which the School Board is a party and where continuation is authorized by law.
- G. Recommendation: Baker/McGovern approve procurement of goods and services through State Contracts.
- H. Recommendation: Baker/McGovern approve the Investment and Transfer of Funds.
- I. Recommendation: Baker/McGovern approve establishing the following Petty Cash funds for the district:
- | | |
|-----------------|----------|
| Superintendent | \$300.00 |
| Board Office | \$500.00 |
| Clifford School | \$100.00 |
| Stratton School | \$250.00 |
| Harker School | \$250.00 |
| Hill School | \$150.00 |
- J. Recommendation: Baker/McGovern approve the following Official Banking Depositories:
 Fulton Bank
 Bank of New York
 JP Morgan

TD Bank
 Depository Trust Company

- K. Recommendation: Baker/McGovern approve the Chart of Accounts.
- L. Recommendation: Baker/McGovern approve the use of Facsimile Signatures, **as listed**.
 Superintendent- Dr. Kristin Kellogg
 School Business Administrator- Mr. Robert Miles
 Board President- Gina Azzari
- M. Recommendation: Baker/McGovern approve the official newspaper of the district for the calendar year as the South Jersey Times.
- N. Recommendation: Baker/McGovern approve the District Policy Manual as previously approved by the Board of Education.
- O. Recommendation: Baker/McGovern approve all existing Curriculum as previously approved by the Board of Education.
- P. Recommendation: Baker/McGovern approve the following Representatives:
 New Jersey School Boards Association Gina Azzari
 Gloucester County School Boards Association Natalie Baker
- Q. Recommendation: Baker/McGovern approve the Schedule of the Regular and Special School Board Meeting dates, **as listed**.

Wednesday January 3, 2024	6:00 p.m.	Reorganization Meeting
Wednesday January 17, 2024	6:00 p.m.	Regular Meeting
Wednesday February 21, 2024	6:00 p.m.	Regular Meeting
Wednesday March 20, 2024	6:00 p.m.	Regular Meeting
Wednesday April 17, 2024	6:00 p.m.	Budget Hearing/Regular Meeting
Wednesday May 8, 2024	6:00 p.m.	Regular Meeting
Wednesday June 5, 2024	6:00 p.m.	Regular Meeting
Wednesday July 24, 2024	6:00 p.m.	Regular/Board Retreat
Wednesday August 14, 2024	6:00 p.m.	Regular Meeting
Wednesday September 11, 2024	6:00 p.m.	Regular Meeting
Wednesday October 9, 2024	6:00 p.m.	Regular Meeting
Wednesday November 13, 2024	6:00 p.m.	Regular Meeting
Wednesday December 11, 2024	6:00 p.m.	Regular Meeting
Thursday January 2, 2025	6:00 p.m.	Reorganization Meeting

Beaver/Baker motion to move April 24, 2024 meeting to April 17, 2024

Beaver/Barbara motion to move the June 12, 2024 meeting to June 5, 2024

Board action needed: Yes (Roll Call Required)

(All yes, motion to carry 9-0)

Gina Azzari-Y

Natalie Baker-Y

Marie Barbara-Y

Alfred Beaver-Y

Erin Carroll-Y

Laurie Cecala-Read-Y

Julie Dickson-Y

Tamara McGovern-Y

Kenneth Riley-Y

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. Eileen Healey- SWEA President- Mrs. Healey congratulated the new and newly elected board members. She also thanked the board as a whole for all they do.

Delegates:

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

6. Adjournment

Recommendation: McGovern/Baker approve the adjournment of meeting.

Board action needed: Yes

Time: 6:31 pm

(All yes, motion to carry 9-0)

Respectfully submitted,



Mr. Robert Miles
Board Secretary/SBA

Next Meeting(s).

January 17, 2024

Board/Committee Meetings as scheduled