

Minutes
February 21, 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
6:00 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
	Natalie Baker, School Board Vice President	(Chair) Curriculum, (Chair) Negotiations, Personnel/Finance Committees
<input checked="" type="checkbox"/>	Julie Dickson	(Chair) Operations Committee
	Erin Carroll	Curriculum Committee
	Laurie Cecala-Read	Operations Committee
<input checked="" type="checkbox"/>	Marie Barbara	(Chair) Personnel/Finance Committee, Negotiations
<input checked="" type="checkbox"/>	Tamara McGovern	Curriculum Committee
<input checked="" type="checkbox"/>	Alfred Beaver	Operations Committee
<input checked="" type="checkbox"/>	Kenneth Riley	Personnel/Finance Committees, Negotiations

Quorum: 6-3/6:03 pm

Other's Present:

Dr. Kristin Kellogg, Superintendent of Schools
Mr. Robert Miles, School Business Administrator, Board Secretary
Ms. Christina Panebianco, Assistant Board Secretary

- 1) Recommendation: Beaver/Barbara approve to enter into **Executive Session** for the purpose of discussing/reviewing items as noted above.
Board action needed: Yes Time: 6:05 pm
(All yes, motion to carry 6-0)

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

C. Flag Salute

D. Adoption of Agenda

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

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

E. Approval of Minutes

Recommendation: Beaver/McGovern approve the regular minutes dated [January 3, 2024](#) and regular and executive session minutes dated [January 17, 2024](#), **as submitted**.

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

2. Presentations

A. Stellar Comet of the Month- **January 2024**

1) **Walter Hill School**

Grade 6

- Aubrey Cahill
- Aiden Lu
- Malia Gregg
- Sehanya Muhandiramge

2) **Charles G. Harker School**

Grade 3

- Ella Langi
- Christopher Luther

Grade 4

- Mira Verdi
- Keaton Lesser

Grade 5

- Louisa Thwaite
- Daniel Bodalski

3) **Gov. Charles Stratton School**

Grade 1

- Kosisochukwu Dim
- Brooke Szczepanski

Grade 2

- Isidora Slawsky
- Kellan Horne

4) **Margaret Clifford School**

Kindergarten

- Jeremiah Villecco
- Adrian Lieze
- Tivosiel Rivera
- Sean Averette

B. Teacher of the Year

- Clifford School- Christina McClernan
- Stratton School- Amanda Seal
- Harker School- Joanne Ferrara
- Walter Hill School- Vivian Gracie

C. Educational Support Person of the Year

- Clifford School- Linsley Shainline
- Stratton School- Patty Lynn
- Harker School- Meghan Egbert
- Walter Hill School- Alaine Zizzamia

D. VFW Presentation

- VFW Post 10886 Teacher of the Year- Stanley Coleman

3. **Communication**

A. Superintendent

"A Community dedicated to inspiring life-long learners"

1) Superintendent Updates

February 21, 2024 Shout Outs!

- Thank you to Mr. Lockman for getting the design for our gym wall mats that were made possible by the PTO sponsored Boosterthon.
- Thank you to Amy Kline for partnering with Rags to Riches to bring the joy of unconditional puppy love to the students and staff while also providing FURever homes for the puppies in her care.
- Thank you to Mrs. Azzari for visiting Mrs. Kline's classroom to see the program in action.
- Congratulations to Carol Bauer for adopting the first foster puppy, Arya!
- Thank you to the Harker CST Team for all they do to support the students and the staff!
- Thank you to Gene Gould who often handles all of Harker's maintenance needs solo.
- Thank you to the maintenance team for going to the schools at all hours and on weekends to ensure the schools are ready for students and staff
- Thank you to Sieu Nguyen and Paulette Gonzalez for keeping everything flowing smoothly and handling countless tasks on a daily basis.
- Congratulations to Lauren Fox and Doug Tranz for a wonderful winter concert.
- Thank you to Linsley Shainline, Alaine Zizzamia, and Matt Kelly for coordinating the Book Buddies visit to Clifford. The students adore having the 6th graders come and read to them, they did such a great job!
- Thank you to Debbie Hannold and those that volunteered for our WinterFest! The basket and silent auction was a success! The Clifford School would also like to thank the parents of our Kindergarten students for sending in donations for the basket auction!

- Congratulations to Vivian Gracie on your retirement!
- Thank you to Mr. Dan Owen and Ms. Emily Gretz for all their hard work and dedication they are putting into our upcoming Drama Club Performance
- Thank you to the Stratton and Clifford staff members who participated in the K-2 Math night! What a fun and informative event!
- Thank you to Janeen Buirch for organizing Stratton's STEAM night and for all the teachers who prepped and ran stations. The students had a blast.

2) District Enrollment

- a) Report, **as submitted**

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

3) Correspondence

- a) [Thank you- Elisa Turdo](#)

4) OPRA Log

Document (s) Requested	Who Requested	Date Received	Date Completed
1-To review the other proposals you received as well as all records of how their proposals and ours scored in your process. Please accept this letter as our request for copies of these records.	Varsity Tutors	January 26, 2024	February 7, 2024

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. Eileen Healey- SWEA President

Mrs. Healey thanked Dr. Kellogg for meeting with her in regards to the 2024-2025 School Calendar

Mrs. Healey expressed that more needs to be considered before the calendar is approved.

2- Mrs. Wendy Dominik- SWEA Teacher

Mrs. Dominik expressed other various concerns to be considered before the calendar is approved.

***The Board tabled the 2024-2025 Calendar approval.*

4. Action Items

Personnel/Finance/Negotiations Committee

Personnel & Finance Committee Meeting Report, (Chairperson) Marie Barbara

Negotiations Committee Meeting Report, (Chairperson) Natalie Baker

- **22-23 Fiscal Audit**
- **District Spending- planning for the 2024-2025 School Year Budget**
- **Started the process for the SWEA and SWAA Negotiations Process**

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

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

Name	Position/ Cert	Salary	Budget Acct #	Action	Effective Date
1- Staff ID # 4953	Speech Therapist	-	-	Maternity Leave	On or about April 2, 2024 - September 1, 2024
2- Staff ID # 4610	Teacher	-	-	Maternity Leave	On or about May 28, 2024- January 2, 2025/Employee requesting to use 9 sick days prior to birth and 5 sick days and Comet hours preceding delivery
3- Terri Overbey	Admin Support	-	-	Retirement	August 1, 2024
4- Paige Moore	Teacher	-	-	Retirement	July 1, 2024
5- Kelley Weick	LPC	-	-	Resignation	February 6, 2024
6- Darrell Ford	STEM Coach	-	-	Resignation	March 23, 2024
7- Derek Gieschen	Maintenance	-	-	Resignation	April 1, 2024
8- Brian Hoelt	Maintenance	\$44,000	11-000-262- 100-000-00	New Hire	March 25, 2024- pending completion of ALL state required paperwork
9- Kelley Weick	LPC Substitute	\$15.13/hour	60-910-310- 100-000-00	LPC Substitute	February 7, 2024
10- Tammy Romansky	LTS	\$125/day for days 1-19 and \$200/day for days 20+	11-213-100- 101-000-00- 060	Long Term Substitute for Vivian Gracie	February 22, 2024- June 30, 2024
11- Jocelyn Scott	School Psychologist	-	-	Requesting 1 day without pay	March 27, 2024
12- Lisa Bitterman	Teacher	-	-	Requesting day without pay Requesting day without pay	March 27, 2024 March 28, 2024 (Pending finalization of Spring Break Dates)

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13- Donna DeMareo	Paraprofessional	-	-	Requesting 3 days without pay	April 29, 30 & May 1, 2024
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B. Workshops- Recommendation: McGovern/Barbara approve the following workshops, as listed:

Name	Workshop	Date & Time	Cost	Estimated Travel Cost
1- Jennifer Boston	Safety Specialist Training	February 21 & 28, 2024 March 6 & 13, 2024	\$0	\$0
2- Maria Vai & Erin West	New Jersey Association of Learning Consultants Spring Conference 2024	April 19, 2024/8am-3pm – Cherry Hill	\$205/person	\$0
3- Diane Thomas	Student Self- Regulation: Practical Steps for Assisting Dysregulated Students to Deescalate, Regulate, and Reintegrate into the Classroom. Happy Kids Don't Punch You in the Face National Association of School Psychologists- Self guided webinar	Self-Guided Webinars	\$90	\$0
4- Jamie Flick	Annual Culturally Responsive Teaching and Learning Conference	April 17-19, 2024/Linthicum Heights, Maryland	\$500	TBD
5- Kylie Crompton, Haley Watson and Ada Kreutzer	Scaffolding Learning through Language- Webinar Series	March 5-7,2024 (virtual)	\$350/person-to be paid for with Title III Funds	\$0

C. Recommendation: McGovern/Barbara approve the **Board Secretary's Report** in accordance with 18A: 17-36 and 18A: 17-9 for the month of **December 2023 & January 2024**. 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 **December 2023 & January 2024**. The Reconciliation Report and

Board Secretary's Report are in agreement for the month of **December 2023 & January 2024.**

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: McGovern/Barbara approve for payment of February 2024 regular and addendum bills in the amount of \$4,129,132.59 and payment of January 2024 payroll in the amount of \$1,551,482.84, as submitted.

E. Recommendation: McGovern/Barbara approve the Line-Item Transfer for **January 2024** in the amount of **\$36,848.21, as submitted.**

F. Recommendation: McGovern/Barbara, after review and discussion, accept the Annual Comprehensive Financial Report for the fiscal year ended June 30, 2023, **as submitted.**

G. Recommendation: McGovern/Barbara, after review and discussion, approve the Corrective Action Plan for the fiscal year ended June 30, 2023, **as submitted.**

H. Recommendation: McGovern/Barbara accept the ARP Homeless II Supplemental Funding Award in the amount of \$374.00.

I. Recommendation: McGovern/Barbara accept the SDA (State of New Jersey Schools Development Authority) Emergent Capital Needs Grant Award in the amount of \$35,758, **as submitted.**

J. Recommendation: McGovern/Barbara approve the application for the use of the SDA (State of New Jersey Schools Development Authority) Emergent Capital needs Grant Funds, **as submitted.**

K. Recommendation: McGovern/Barbara approve the following Tuition Reimbursements for the 2023-2024 school year, as submitted.

- L. Recommendation: McGovern/Barbara approve the withdrawal of maintenance reserve funds in the amount of \$142,225 for the purpose of replacing the HVAC rooftop unit at the Walter Hill School (Note: Quote can be found [here](#))

Board action needed: Yes (Roll Call Required)

(All yes, motion to carry 6-0)

Natalie Baker

Julie Dickson-Y

Erin Carroll

Laurie Cecala-Read

Marie Barbara-Y

Tamara McGovern-Y

Alfred Beaver-Y

Kenneth Riley-Y

Gina Azzari-Y

Curriculum, Policy, Community Relations Committee
Committee Meeting Report, (Chairperson) Natalie Baker

- Policies
 - Harker School- Kindness Certified School
- A. Recommendation: Beaver/McGovern approve to accept the [SSDS \(Student Safety Data System\) information](#) for July 1, 2023 – December 31, 2023, as submitted.
- B. Recommendation: Beaver/McGovern approve the Steve Kreps Scholarship Fun to run a T-Shirt Fundraiser. The shirts would be worn by students and staff for the Annual Student-Staff Basketball game being held in March.
- C. Recommendation: Beaver/McGovern approve Harker FLL, G&T and Student Leaders to participate in the Woolwich Twp Spring Clean-Up on Saturday March 23, 2024.
- D. Recommendation: Beaver/McGovern approve the following staff members to instruct Homework Help on a rotating basis for one hour on Tuesdays and Thursdays from February 27 - May 30, 2024 at the contract rate of \$38/hour.

Stan Coleman	Madison Roberts
Katie Richer	Caroline Schooley
Nick Leypoldt	Kelly Woronicak
Dan Owen	Brad Gilmore
Emily Greta	Ada Kruetzer
Haylee Dawson	Kelly Pollitt
Samantha Regina	

- E. Recommendation: Beaver/McGovern approve the Winter Curriculum Parent Support Virtual Event for March 4, 2024 from 6:00-6:30 pm.
- F. Recommendation: Beaver/McGovern approve PECentral to present at the May 24, 2024 In-Service from 8:30am-11:30 am, at the cost of \$2500. Presenter- Justin Schleider.
- G. Recommendation: Beaver/McGovern approve the Kindergarten Parent Information Session (Round Up) on March 14, 2024 (Snow date March 21, 2024) from 6:00-7:30 at the Clifford school.

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H. Recommendation: Beaver/McGovern approve the homeless [tuition contract](#) for student #2991917108 attending Harrison Township School District, **as submitted**.

I. Recommendation: Beaver/McGovern approve Hospital-Based Instruction for (#9630874821) with Brookfield Schools at the contracted rate of \$38/hour.

J. Recommendation: Beaver/McGovern approve Homebound Instruction for (#1072278876) by Morgan Baals at the contracted rate of \$38/hour.

K. Recommendation: Approve the [2024-2025 school calendar](#), **as submitted**.
(TABLED)

L. Recommendation: Beaver/McGovern Approve the following Class trips for the 2023-2024 school year:

School	Grade	Location	Date
*Clifford School	Kindergarten	Please Touch Museum	April 4-5, 2024
*Clifford School	PreK	Cohanzick Zoo	April 24, 2024 (Rain Date April 25, 2024)
Harker School	3 rd Grade	Change in venue from Camden Aquarium to the Franklin Institute	June 4, 2024
Hill School	6 th Grade Renaissance Program	Wood Lanes Bowling Alley in Woodstown	June 5, 2024

*To be paid in full with Boosterthon Funds

M. Recommendation: Beaver/McGovern Approve the following Spring Clubs for the 2023-2024 school year. Each Club will run for 10 sessions:

Teacher	School	Grade(s)	Club Name	Dates
Deanna Mazzuca	Harker	3 rd	Bingo Club	TBD
Deanna Mazzuca	Harker	3 rd	Exercise Club	TBD
Anne Doherty	Harker	3 rd , 4 th , 5 th	Conservation Club	TBD
Doug Tranz	Hill	6 th	Guitar Club	TBD
Brad Gilmore	Hill	6 th	Logic Club	TBD

Board action needed: Yes (Roll Call Required)

(All yes, A-J & L-M motion to carry 6-0: K was tabled)

Natalie Baker
 Laurie Cecala-Read
 Alfred Beaver-Y

Julie Dickson-Y
 Marie Barbara-Y
 Kenneth Riley-Y

Erin Carroll
 Tamara McGovern-Y
 Gina Azzari-Y

Operations

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

- *Air Quality Tests completed- Normal Levels*
- *Water buildup outside the Library has been repaired*

A. Facility Usage Requests

Recommendation: McGovern/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- SWSA	Hill Field	March 11, 2024-May 26, 2024	Practices
2- SW Stars Baseball	Harker Gym	Thursday Night's from 3/14/2024 through May 23, 2024/6-8 pm	Practices

B. Recommendation: McGovern/Barbara authorize Collier's Engineering Firm to apply for the 2024 Local Recreation Improvement Grant on behalf of the district. Note: The maximum award is \$100,000 for new and existing playgrounds. Collier's will apply for a new playground at Margaret Clifford School. The application deadline is February 29, 2024.)

Board action needed: Yes (Roll Call Required)
 (All yes, motion to carry 6-0)

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

5. Delegates:

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

6. Adjournment

Recommendation: McGovern/Dickson approve the adjournment of meeting.

Board action needed: Yes

Time: 7:40 pm

(All yes, motion to carry 6-0)

Respectfully submitted,



Mr. Robert Miles
Board Secretary/SBA

Next Meeting(s).

March 20, 2024

Board/Committee Meetings as scheduled