

Agenda
April 24, 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 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"/> Erin Carroll	Curriculum Committee
<input type="checkbox"/> Laurie Cecala-Read	Operations Committee
<input type="checkbox"/> Marie Barbara	(Chair) Personnel/Finance Committee, Negotiations
<input type="checkbox"/> Tamara McGovern	Curriculum Committee
<input type="checkbox"/> Alfred Beaver	Operations Committee
<input type="checkbox"/> Kenneth Riley	Personnel/Finance Committees, Negotiations

Quorum_____

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 **March 20, 2024, as submitted.**

Board action needed: Yes

2. Presentations

Stellar Comet Award

Each month, the staff of each building selects students as Stellar Comets. Each building has developmentally appropriate criteria for selecting these students. For example, the student demonstrates respect for self and others, shows acts of kindness, demonstrates a positive attitude, exhibits positive conduct and follows school rules, puts forth full effort in all areas, and comes to school on time prepared for the day. Congratulations to all of our Stellar Comets!

A. Stellar Comet of the Month- March 2024

1) Walter Hill School

Grade 6

- Keegan Johnson
- Michael Laird
- Braylee Gacutan
- Reese Spencer

2) Charles G. Harker School

Grade 3

- Cole Novak
- Paisley Smith

Grade 4

- Alexander Kleinhenz
- Audrina Dikmak

Grade 5

- Donald Souder
- Brogan Burke

3) Gov. Charles Stratton School

Grade 1

- Oliver Schwoyer
- Aubrey Johnson

Grade 2

- Wayland Taylor
- Clara Vasta

4) Margaret Clifford School

Kindergarten

- Ezekiel Carlton

Swedesboro-Woolwich Board of Education

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- Knox Gangemi
- Anneliese Krewer
- Isaac Espana Merand

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: HIB
- 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_____

3. Communication

A. Superintendent

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- 1) Superintendent Updates
- 2) District Enrollment
 - a) Report, **as submitted**
[Clifford](#)
[Stratton](#)
[Harker](#)
[Hill](#)

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.

Public Hearing, Presentation, & Adoption of the 2024-25 Annual Budget

1. **PRESENTATION OF THE 2024-25 BUDGET**

2. **PUBLIC COMMENT** this meeting will now be open to members of the public who wish to speak or make comment on the 2024-25 budget. 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.

3. **BE IT RESOLVED**, that the Swedesboro-Woolwich School District Board of Education in the County of Gloucester, New Jersey adopts the following resolution to approve the 2024-25 Annual School District Budget. The Board also accepts the New Jersey Department of Education notification of 2024-25 State Aid and authorizes the administration to make minor adjustments to the budget as required by the Executive County Superintendent.

WHEREAS, the School Funding Reform Act of 2008 required the submission of an itemized budget to the Executive County Superintendent of Schools by March 20, 2024;

WHEREAS, the Executive County Superintendent has reviewed the budget documents and has approved them;

WHEREAS, the Board has the opportunity to modify this budget at the public hearing on April 24, 2024;

WHEREAS, the Board authorizes the School Business Administrator/Board Secretary to submit the following 2024-25 annual school budget and accepts the New Jersey Department of Education notification of 2024-25 State Aid;

WHEREAS, supporting documentation of this budget also contains an itemization of certain expenditures required under administrative regulations;

NOW THEREFORE BE IT RESOLVED, that the Board approves the following 2024-2025 annual school budget as follows:

CATEGORY	GENERAL FUND	SPECIAL REVENUE FUND	DEBT SERVICE FUND	TOTAL
2024-25 Total Expenditures	\$31,737,150	\$421,105	\$3,325,769	\$35,484,024
Less: Anticipated Revenues	\$13,368,328	\$421,105	\$495,029	\$14,284,462

Swedesboro-Woolwich Board of Education

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Taxes to be Raised	\$18,368,822	\$0	\$2,830,740	\$21,199,562
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WHEREAS, the Swedesboro-Woolwich School District recognizes the need to utilize a healthcare adjustment in the amount of **\$226,155*** to increase the general fund tax levy above the (2%) cap due to an increase in health benefit costs; and

WHEREAS, the Swedesboro-Woolwich School District recognizes the need to utilize banked cap in the amount of **\$1,182,863*** to increase the general fund tax levy above the (2%) cap. The district has fully exhausted all eligible statutory spending authority and must exercise this increase for the purpose of staff retainment and delivery of services. The district intends to complete said purposes by June 2024; and

WHEREAS, the Swedesboro-Woolwich School District authorizes travel and related expense reimbursements in accordance with N.J.A.C. 6A:23A-7.3(a)1, to a maximum of expenditure of **\$45,830** for all staff and board of education members.

WHEREAS, the General Fund Budget, in accordance with N.J.A.C. 6A:23A-8.1, includes the following appropriations:

- Legal \$45,000
- Architect/Engineer/Other \$18,451
- Physician \$7,012
- Auditor \$37,000
- Negotiator \$10,000

***Note:** In comparison to the tentative budget that was submitted to the County on 3/20/24, the healthcare adjustment has been decreased by \$9,270 due to a recalculation, which brings this total to \$226,155. To offset this change, the use of banked cap has been increased by \$9,270, which brings this total to \$1,182,863. This equates to a net change of zero and the general fund tax levy remains \$18,368,822.

Board action needed: Yes (Roll Call Required)

Natalie Baker

Julie Dickson

Erin Carroll

Laurie Cecala-Read

Marie Barbara

Tamara McGovern

Alfred Beaver

Kenneth Riley

Gina Azzari

4. Action Items

Personnel/Finance/Negotiations Committee

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

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- Laurie Gattuso	Paraprofessional	-	-	Retirement	July 1, 2024
2- Julie Steinman	Teacher	-	-	Retirement	November 1, 2024
3- Ada Kreutzer	Teacher	-	-	Requesting day without pay	May 28, 2024
4- Staff ID # 4922	Maintenance	-	-	Medical Leave	February 29, 2024-April 15, 2024
5- Korey Jeffries	Business Administrator	-	-	<u>Amended Contract</u>	-

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

Name	Workshop	Date & Time	Cost	Estimated Travel Cost
1- Andrea Santos & Rebecca Murray	NJSCA Spring Conference	April 19, 2024 8:00am-3:00pm	\$0	\$0
2- Jennifer Boston	<u>NJExcel Model 4</u>	July 1, 2024 through June 30, 2025	\$3,000	\$0

C. Recommendation: Approve the [Board Secretary’s Report](#) in accordance with 18A: 17-36 and 18A: 17-9 for the month of **February 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 **February 2024**. The Reconciliation Report and Board Secretary’s Report are in agreement for the month of **February 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)

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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 **April 2024 regular and addendum bills** in the amount of **\$1,345,187.53** and payment of **March 2024** payroll in the amount of **\$1,551,700.85, as submitted.**

E. Recommendation: Approve the **Line-Item Transfer** for **March 2024** in the amount of **\$674,228.68, as submitted.**

F. Recommendation: Approve the following voided check reports, **as submitted.**

- **6th Student Activity Account**
- **General, Enterprise and Cafeteria Accounts**

G. Recommendation: Approve the withdrawal of \$9,381 from Capital Reserve in order to erase the deficit for the same amount in the Debt Service Fund.

Note: This action is being taken based on the consultation and recommendation of both the district auditor and County BA.

H. Recommendation: Approve Robert Miles as the Business Administrator from Monday May 6, 2024 through May 17, 2024 at the rate of \$70/hour.

I. Recommendation: Approve Pat Austin, retired Business Administrator, to serve as a mentor for Kory Jeffries for beginning May 20, 2024-June 30-, 2025, at the hourly rate of \$70/hour, not to exceed \$5,000.

Board action needed: Yes (Roll Call Required)

Natalie Baker

Julie Dickson

Erin Carroll

Laurie Cecala-Read

Marie Barbara

Tamara McGovern

Alfred Beaver

Kenneth Riley

Gina Azzari

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

A. HIB Reports

Recommendation: Approve **HIB, as submitted.**

B. Recommendation: Approve the following job descriptions, **as submitted**:

- [Chief Information Officer](#)
- [Lunch/Playground Aide](#)

C. Recommendation: Approve the Renaissance Committee Fundraiser at the Walter Hill School from May 1, 2024-May 31, 2024. They will collect used sneakers through gotsneakers.com and will earn money for every pair turned in.

D. Recommendation: Approve (#3188017814) to attend out of district placement at Brookfield school, as per IEP.

E. Recommendation: Approve 2 presenters from Amplify to present *Deepen Your Knowledge of Science of Reading* at the May 24, 2024 In-Service, at the cost of \$5,000.

Note: Payment will be provided by Title IV Funds

F. Recommendation: Approve Camden County College to present at the May 24, 2024 In-Service. Topics will include *Dyslexia Screening and Decodable Texts: A Bridge Not a Destination* and *High Level Math Engagement Strategies*, at the cost of \$2,400.

Note: Payment will be provided by Title IV Funds

G. Recommendation: Approve the following staff and substitute staff [for ESY for 2024](#), as per contract rate \$25/hour for paraprofessionals and \$38/hour for teachers, **as submitted.**

H. Recommendation: Approve the following staff members to attend [Summer 2024 IEP](#) meetings, as needed, as per contract rate of \$38/hour, **as submitted.**

I. Recommendation: Approve Field Trip Request for the Kindergarten Class to visit the Stratton School for Fly-Up Presentation on May 28, 2024 from 9:30am-10:30am.

Note: Payment for the use of buses to be provided by Boosterthon Funds.

J. Recommendations: Approve the Bilingual Psychological/Education Assessment by New Hope Psychological Services (Gujarati) for student (#9030) at the rate of \$1275.

Board action needed: Yes (Roll Call Required)

Natalie Baker

Julie Dickson

Erin Carroll

Laurie Cecala-Read

Marie Barbara

Tamara McGovern

Alfred Beaver

Kenneth Riley

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- Woolwich Twp Police	Harker School	July 29, 2024-July 31, 2024	Youth Police Camp

B. Recommendation: Approve the following Front Door Bus Evacuation Drills, as submitted:

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

C. Recommendation: Approve Four Seasons Landscaping as lawn maintenance service from May 1, 2024 through December 31, 2025.

Note: Please click [here](#) to view the Evaluation & Recommendation of the Award Form.

D. Recommendation: Approve the following Disposal of Property:

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

Board action needed: Yes (Roll Call Required)

Natalie Baker

Julie Dickson

Erin Carroll

Laurie Cecala-Read

Marie Barbara

Tamara McGovern

Alfred Beaver

Kenneth Riley

Gina Azzari

5. Old Business

EXECUTIVE SESSION

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Swedesboro-Woolwich Board of Education

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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).

May 8, 2024

Board/Committee Meetings as scheduled