

Minutes
March 20, 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

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

Quorum: 7-2/6:00 pm

Other's Present:

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

Tamara McGovern arrived to meeting at 6:05 pm making quorum 8-1

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: Beaver/Cecala-Read 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 7-0)

- 2) Recommendation: Beaver/Barbara approve to return to **Regular Session**.

Board action needed: Yes

Time: 6:32 pm

(All yes, motion to carry 8-0)

C. Flag Salute

D. Adoption of Agenda

Recommendation: Barbara/Carroll approve the adoption of the agenda, **as amended**.

(Board is tabling Policies under Curriculum letter P)

Board action needed: Yes

(All yes, motion to carry 8-0)

E. Approval of Minutes

Recommendation: Beaver/Dickson approve the regular and executive session minutes dated **February 21, 2024, as submitted**.

Board action needed: Yes

(Motion carries 7-1-0 Cecala-Read abstained)

2. Presentations

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

1) **Walter Hill School**

Grade 6

- Olivia Slocum
- Ryan Phillips
- Mackenzie Booker
- Matthew Dafick

2) **Charles G. Harker School**

Grade 3

- Wesley Kauffmann
- Macie Nicotra

Grade 4

- Noah Hammad
- Gabriella Cacia

Grade 5

- Donovan Stewart

- Juliet Kaiser
- 3) **Gov. Charles Stratton School**
 - Grade 1
 - Kason Yang
 - Isabella Pagnotta
 - Grade 2
 - McKayla DeRemigi
 - Nicholas Shinn
- 4) **Margaret Clifford School**
 - Preschool
 - Colin Zlatkin
 - Sarah Nkwenti
 - Kindergarten
 - Avery Schork
 - Gabriella Hilditch

3. Communication

A. Superintendent

"A Community dedicated to inspiring life-long learners"

1) Superintendent Updates

Regulation

- [1530](#) Equal Employment Opportunity Compliant Procedure
- [2200](#) Curriculum Content
- [2260](#) Equity in School and Classroom Practices Complaint Procedure
- [2423](#) Bilingual Education
- [2431.4](#) Prevention and Treatment of Sports-Related Concussions and Head Injuries
- [5440](#) Honoring Student Achievement
- [7610](#) Vandalism

2) District Enrollment

a) Report, **as submitted**

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

- [Hill](#)

3) Correspondence.

- [Thank you](#) - Stephanie Shainline

4) OPRA Log

Document (s) Requested	Who Requested	Date Received	Date Completed
<p>Inovo AI Solutions LLC is initiating a commercial request under the OPRA for all purchasing records from 01/01/2022 to 12/31/2023 for all schools under your jurisdiction. Please acknowledge receipt of this message.</p> <p>We seek access to electronic records that can be provided without the necessity for hardcopy duplication, scanning, or any physical handling of documents.</p> <p>We are interested in the following details for all purchases for the specified date range:</p> <ul style="list-style-type: none"> • Vendor Number or Vendor ID • Vendor Name • Vendor Contact Person • Vendor email and phone number if available • Identifier for each purchase, such as purchase order number(PO#) or, alternatively, an invoice or check number • Purchase Date • Line item details or description of each purchase • Line item quantity • Line Item price 	<p>Abbas Khan, CEO, Inovo AI LLC</p>	<p>February 25, 2024</p>	<p>March 6, 2024</p>

B. District Administration

1) Administrator's Monthly Board Reports, **as submitted**

[Clifford](#)
[Stratton](#)
[Harker](#)
[Hill](#)
[Technology](#)
[Special Services](#)
[Curriculum & Instruction](#)
[Maintenance](#)

Public Comments/Visitors- None to Report

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: McGovern/Barbara approve the following personnel items, as listed:

Name	Position/ Cert	Salary	Budget Acct #	Action	Effective Date
1- Terri Overbey	CST Secretary	-	-	Retirement	July 1, 2024
2- Patrick Titus	Teacher	-	-	Retirement	January 1, 2025
3- Carol; Bauer	Teacher	-	-	Retirement	July 1, 2024
4- Christina Albert	Teacher	-	-	Resignation	April 2, 2024
5- Robert Miles	Business Administrator	-	-	Resignation	May 6, 2024
6- Staff ID #5023	LDTTC	-	-	Medical Leave	April 16, 2024-April 30, 2024
7- Staff ID #4897	Social Worker	-	-	Medical/Maternity Leave	September 4, 2024-January 2, 2025
8- Lori Savas	ELA Coach	-	-	Requesting 2 days without pay	April 29 & 30, 2024
9- Jennifer Rosas	Teacher	-	-	Requesting 3 days without pay	April 17-19, 2024
10- Brianna McDonald	Rowan Student	-	-	Full Year Clinical under the direction of Ashly DiTonno	September 3, 2024-May 3, 2025
11- Madison Murray	Rowan Student	-	-	Full Year Clinical under the direction of Debbie Hannold	September 3, 2024-May 3, 2025
12- Katelyn Boysen	Rowan Student	-	-	Full Year Clinical under the direction of Jan Hill	September 3, 2024-May 3, 2025
13- Madison Burlingame	Rowan Student	-	-	Full Year Clinical under the direction of Lisa Bitterman	September 3, 2024-May 3, 2025
14- Morgan Smith	Rowan Student	-	-	Summer Clinical under the direction of Christina McClerman	May 7, 2024-July 1, 2024
15- Jennifer Ruffino	Stockton Student	-	-	Administrative Internship under the direction of Jennifer Garcia-Griffin or Jackie Traini	Summer 2024
16- Korey Jeffries	Business Administrator	\$114,000 (prorated)	11-000-251- 100-000-00 Contract	New Hire	May 20, 2024- pending completion of ALL state required paperwork

B. Regular, Payroll, Cafeteria & Addendum Bills

Recommendation: McGovern/Barbara For payment of **March 2024 regular and addendum bills** in the amount of **\$1,285,491.10** and payment of **February 202** payroll in the amount of **\$1,551,428.87, as submitted.**

C. Recommendation: McGovern/Barbara Approve the **Line-Item Transfer** for **February 2024** in the amount of **\$139,274.07, as submitted.**

Board action needed: Yes (Roll Call Required)

(All yes, motion to carry 8-0)

Natalie Baker-Y

Julie Dickson-Y

Erin Carroll-Y

Laurie Cecala-Read-Y

Marie Barbara-Y

Tamara McGovern-Y

Alfred Beaver-Y

Kenneth Riley-Y

Gina Azzari

Mr. Robert Miles to present to the board the Tentative 2024-2024 School Budget

D. Resolution Approving and Authorizing the Submission of the Tentative 2024-2025 Budget to the Gloucester County Office of Education

BE IT RESOLVED, that the Swedesboro-Woolwich School District Board of Education approves and authorizes the submission of the 2024-25 tentative budget as follows to the Executive County Superintendent of Schools:

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
Taxes to be Raised	\$18,368,822	\$0	\$2,830,740	\$21,199,562

WHEREAS, the Swedesboro-Woolwich School District recognizes the need to utilize a healthcare adjustment in the amount of \$235,425 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 \$1,173,593 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.

Board action needed: Yes (Roll Call Required)

(All yes, motion to carry 8-0: Beaver/McGovern motioned and seconded)

Natalie Baker-Y

Julie Dickson-Y

Erin Carroll-Y

Laurie Cecala-Read-Y

Marie Barbara-Y

Tamara McGovern-Y

Alfred Beaver-Y

Kenneth Riley-Y

Gina Azzari

Curriculum, Policy, Community Relations Committee

Committee Meeting Report, (Chairperson) Natalie Baker

- A. Recommendation: Beaver/Barbara approve the following Ready, Set, Grow Kindergarten Camp for the summer 2024, Monday-Thursday from 9-11:30 am, as per contract rate of \$38/hour:

Teacher	Date
Cristy DiBella & Tyla Cielinski	July 8-11, 2024
Lisa Bitterman & Tyla Cielinski	July 15-18, 2024
Lisa Bitterman & Candice Kennedy	July 22-25, 2024
Candice Kennedy & Madison Walker	July 29-Aug 1, 2024

- B. Recommendation: Beaver/Barbara approve Stacey Stewart to provide DIAL testing for newly registered Kindergarten students on July 22-23, 2024 from 9am-12:30 pm, as per contracted rate of \$38/hour.
- C. Recommendation: Beaver/Barbara approve the Harker FLL (First Lego League), Gifted & Talented and Student Leaders to participate in the Gloucester County Spring Clean-Up on Saturday April 20, 2024.
- D. Recommendation: Beaver/Barbara approve the Walter Hill Lip Sync Battle on or around April 2024 for students and staff.
- E. Recommendation: Beaver/Barbara approve the Clifford School Board Game Club for 10 sessions running April 3, 2024-June 5, 2024.
- F. Recommendation: Beaver/Barbara approve Erika Slowicki, Gwen Waggoner & Justine Leash to run the Clifford Board Game Club, at the contracted rate of \$38/hour, pending club enrollment.
- G. Recommendation: Beaver/Barbara approve the Family Engagement Activity Solar Eclipse Viewing Party on April 8, 2024 during comet time.
- H. Recommendation: Beaver/Barbara approve Hope in Motion to provide PT for ESY program, maximum of 5 hours per week, at the rate of \$75/hour.
- I. Recommendation: Beaver/Barbara approve Cooperative Agreement with Misericordia University to accept Occupational Therapy students for the 2024-2025 school year, **as submitted**.

J. Recommendation: Beaver/Barbara approve Brookfield Schools to provide Hospital-Based Instruction to (#7681054584) per annual contracted rate of \$38/hour.

K. Recommendation: Beaver/Barbara approve the following student (#9839653689) as a Choice student to attend South Harrison for the 2024-2025 school year.

L. Recommendation: Beaver/Barbara approve Angela Surace to provide Homebound Instruction to (#3188017814) and (#7300464046) at the contracted rate of \$38/hour.

M. Recommendation: Beaver/Barbara approve the [Competitive Grant Application for Teacher Climate and Culture Innovation](#), submitted through EWEG, **as submitted**.

N. Recommendation: Beaver/Barbara approve Lynne Bussott to participate in the [STAMP](#) (Standards Transparency and Mastery Platform) in order to update the NJSLS (Student Learning Standards), to be paid a maximum of \$1,000, fully reimbursable by the NJDOE, **as submitted**.

O. Recommendation: Beaver/Barbara approve the proposed [School Calendar](#) for the 2024-2025 school year, as submitted.

P. Recommendation: Approve the following policies for 1st reading, **as submitted**:
(TABLED)

- [1140](#) Educational Equity Policies/Affirmative Action
- [1523](#) Comprehensive Equity Plan
- [1530](#) Equal Employment Opportunities
- [1550](#) Equal Employment Opportunities/Anti-Discrimination Practices
- [2260](#) Equity In School and Classroom Practices
- [2411](#) Guidance Counseling
- [2423](#) Bilingual Education
- [2431.4](#) Prevention and Treatment of Sports-Related Concussions and Head Injuries

- [3211](#) Code of Ethics
- [5570](#) Sportsmanship
- [5750](#) Equitable Educational Opportunity
- [5841](#) Secret Societies
- [5842](#) Equal Access of Student Organizations
- [7610](#) Vandalism
- [9323](#) Notification of Juvenile Offender Case Disposition

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

Natalie Baker-Y

Julie Dickson-Y

Erin Carroll-Y

Laurie Cecala-Read-Y

Marie Barbara-Y

Tamara McGovern-Y

Alfred Beaver-Y

Kenneth Riley-Y

Gina Azzari

Operations

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

A. Facility Usage Requests

Recommendation: Beaver/Riley 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- Delaware Valley Bicycle Club	Hill Parking Lot	May 19, 2024/7:00 am-3:00 pm	Staging Area
2- SWLL	Harker Fields	March 21, 2024-June 15, 2024/5-8:30 pm	Practices and Games
3- Headstrong	Harker Fields	April-June 2024/One night a week/8:30-8:30 pm	Lacrosse Practice
4- Parks & Recs	Walter Hill School	May 5, 2024/5:30-9:00	Movie Night

Board action needed: Yes (Roll Call Required)

(All yes, motion to carry 8-0)

Natalie Baker-Y

Julie Dickson-Y

Erin Carroll-Y

Laurie Cecala-Read-Y

Marie Barbara-Y

Tamara McGovern-Y

Alfred Beaver-Y

Kenneth Riley-Y

Gina Azzari

5. Delegates:

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

6. Adjournment

Recommendation: Carroll/Barbara approve the adjournment of meeting.
Board action needed: Yes Time: 7:32 pm
(All yes, motion to carry 8-0)

Respectfully submitted,



Mr. Robert Miles
Board Secretary/SBA

Next Meeting(s).

April 24, 2024- Budget Presentation
Board/Committee Meetings as scheduled