

**Agenda**  
**May 8, 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**

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**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

## **2. Presentations**

*Stellar Comet Award is given each month, the principal 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- April 2024**

#### **1) Walter Hill School**

##### Grade 6

- Shekinah Averette
- Sean Frost
- Vanessa Mendez
- Jill Patel

#### **2) Charles G. Harker School**

##### Grade 3

- Savannah Casperson
- John Slusarski

##### Grade 4

- Aubrey Harrington
- Aathiran Leelaruban

##### Grade 5

- Lochlan Fitzgerald
- Giavanna Cacia

#### **3) Gov. Charles Stratton School**

##### Grade 1

- Matthew Robinson
- Scarlett Noone

##### Grade 2

- Shayla Bilz
- Liam McKee

#### **4) Margaret Clifford School**

##### Preschool

- Jamie Manz
- Aiden Zheng

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Kindergarten

- Aanya Shah
- Vincent Dattilo

B. The Paws Project- Mrs. Amy Kline and students

**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: \_\_\_\_\_
- 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.

Swedesboro-Woolwich Board of Education

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**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\_\_\_\_\_

**Approval of Minutes**

Recommendation: Approve the regular and executive session minutes dated **April 24, 2024, as submitted.**

Board action needed: Yes

**3. Communication**

A. Superintendent

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- 1) Superintendent Updates
- 2) District Enrollment
  - a) Report, **as submitted**

[Clifford  
Stratton  
Harker  
Hill](#)

3) OPRA Log

Document (s) Requested	Who Requested	Date Received	Date Completed
1- Public records pertaining to the teaching staff of Swedesboro-Woolwich School District, in accordance with New Jersey's Public Records Act. Specifically, I am seeking the following information for each educator within the district	Caroline Swan, Trmgrouop	4/15/2024	4/25/2024

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<p>for the 2023-2024 school year:</p> <ol style="list-style-type: none"> <li>1. Name</li> <li>2. Years of service in the district</li> <li>3. Salary</li> <li>4. Position</li> <li>5. Email</li> <li>6. Phone number</li> </ol> <p>Please note that if certain portions of this request are not readily available or cannot be provided for any reason, I understand and acknowledge that omission. However, I kindly request that any available records be provided to the extent possible.</p>			
<p>2- Information relating to the solicitation. If available, please include any awarded contract documents and bid tabulation/results.</p> <p>Project Name: ESCO Energy Savings Improvements          Bid Number: Unknown          Due Date: 10/17/2023          Contract Number:          Awarded Vendor Name:          Awarded Vendor Address:          Awarded Vendor Phone:          Award Amount:          Award Date:          Start Date:          End Date:          Contract Terms:          Contract Document:</p>	<p>Rhea Mae Lumanog, Deltak, Inc.</p>	<p>4/16/2024</p>	<p>4/25/2024</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**

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.

**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:

<b>Name</b>	<b>Position/ Cert</b>	<b>Salary</b>	<b>Budget Acct #</b>	<b>Action</b>	<b>Effective Date</b>
1- Kory Jeffries	Business Administrator	\$114,000	11-000-251-100-000-00	<a href="#">2024-2025 Contract</a>	July 1, 2024
2- Jillian Saber	LTS	\$125/day for days 1-19 and \$200/day for days 20+	11-120-100-101-000-00-080	Long Term Sub for Staff ID # 4610	May 28, 2024-June 14, 2024
3- Barbara Nitowski	Principal Secretary	\$40,037	11-000-240-105-000-01-060	One year contract	July 1, 2024-June 30, 2025
4- All Staff	District	<a href="#">Staff List</a>	-	Appointments for the 2024-2025 school year	July 1, 2024

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

<b>Name</b>	<b>Workshop</b>	<b>Date &amp; Time</b>	<b>Cost</b>	<b>Estimated Travel Cost</b>
1- Dr. Kristin Kellogg	Marzano National Conference	June 19-21/Orlando Florida	\$899	\$1955.40
2- Dr. Kristin Kellogg	ASA Leadership Conference	May 15-16/Atlantic City	\$0	\$200

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



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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: For payment of **May 2024** regular and addendum bills in the amount of **\$345,105.40** and payment of **April 2024** payroll in the amount of **\$1,546,966.41, as submitted.**

E. Recommendation: Approve the **Line-Item Transfer** for **April 2024** in the amount of **\$1,143,215.59, as submitted.**

F. Recommendation: Approve the **Swedesboro-Woolwich Administrative Association** (SWAA) contract for 2024-2028, **as submitted.**

G. Recommendation: Approve the following agreements for the 2024-2025 school year, **as submitted:**

- **Chief Academic Officer**
- **Chief Information Officer**
- **Maintenance/Custodian**
- **Administrative Secretary/Transportation Coordinator/Registrar/Payroll/Bookkeeper**
- **Administrative Clerk/Receptionist**

H. Recommendation: Approve the **Swedesboro** and **Woolwich** Tax Levy Payment Schedules for the year ended June 30, 2024, **as submitted.**

I. Recommendation: Approve the application for **Extraordinary Aid** for the 2023-2024 school year, **as submitted.**

J. Recommendation: Approve to accept the **NJSIG Safety Grant** in the amount of \$2423, **as submitted.**

K. Recommendation: Approve the SWSD Permanent Building Substitutes at a rate of \$135 per day, for the 2024-2025 school year, as listed:

- Kenyetta DiSandro
- Christina Dougherty
- Jennifer Downey
- Fred Jamison
- Gayle Johnson
- Melissa Olsen
- Madison Roberts
- Thomas Smith
- Lisa Weber
- Ajani Wijerathne

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

B. Recommendation: Approve the following 2024 Summer Clubs, as per contract rate of \$38/teacher and \$25/paraprofessional, as listed:

Teacher	Summer Camp	Dates & Times	Location
1- Nick Leypoldt & Dan Owen	Kickball Club	Monday - Wednesday 9-11 am July 15-17 July 22-24 July 29-31 Aug 5-7	Hill
2- Anne Dorety	Junior Conservation Club	Wednesday 9-11 am July 15-August 15	Harker Courtyard
3- Anne Dorety	Yoga for Kids	Wednesday 12-1 pm July 15-August 15	Harker Courtyard/Makerspace
4- Anne Dorety	Conservation Club	Wednesday 1:30-3 pm July 15-August 15	Harker Courtyard/Makerspace
5- Haley Watson, Kylie Crompton & Ada Kreutzer	ESL	Monday-Thursday 8 am-12 pm July 1- August 1	Clifford Classroom
6- Silvia Cancila, Alexis Cancila, Tim Wochiechowski	Steam Exploration: hands on activities for future 4th and 5th graders to explore Legos and Steam	Monday- Thursday 9-11:30 am July 8-11	Harker Classroom
7- Tara Roberto	Monarch Monday	Monday 10:30 am- 12:00 pm July 15- August 12	Harker Classroom & Garden
8- Dan Owens, Nick Leypoldt	Summer Fun Games	Monday-Wednesday 11 am -12 pm	Hill Gym

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		July 15-17 July 22-24 July 29-31 Aug 5-7 Aug 12-14	
9- Chris Lewis	Safe Sitters	Monday-Thursday 9:30-11:30 am July 22-25	Harker Classroom
10- Samantha Regina, Emily Gretz	The Eras Tour: A Lyrical Analysis and Creative Exploration of Taylor Swift's Discography	Tuesday-Wednesday 8:30-10:30 July 16-August 14	Hill Classroom
11- Emily Gretz, Dan Owen	MythBusters	Wednesday 12:30-2:30 pm July 17-August 14	Hill Classroom
12- Brad Gilmore	Drama Club	Tuesday 9-11 am June 25-August 6	Hill MPR
13- Johanna Mastrogiacomo, Tara McCloskey Farmer	Ready Set for First Grade	Monday-Thursday 9-11 am July 15-18 July 22-25	Stratton Classroom
14- Madison Walker, Makenna Marucci	Craft Club	Monday-Wednesday 9 am-12 pm August 12-14	Clifford Classroom
15- Heather Deitch	Summer Library	Tuesday Stratton 10-12 Thursday Clifford 10-12 Plus 1 hour of prep July 9-August 15	Library

C. 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*

D. Recommendation: Approve the revised [Calendar for the 2024-2025](#) school year, **as submitted.**

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

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**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- Kiddie Garden PreSchool	Walter Hill/MPR Stage Side	June 21, 2024/5-8 pm	Graduation
2- The Goddard School	Walter Hill/MPR Stage Side	June 20, 2024/2-6:30 pm	Graduation

B. Recommendation: Approve the **Swedesboro-Woolwich School District Cyber Incident Response Plan, as submitted.**

*Note: This plan was developed by the Technology Department in consultation with the district’s Safety Committee.*

C. Recommendation: Approve Gloucester County Special Services School District to provide **MVC** abstracts for eligible District staff obtained through the NJMVC On-line Customer Abstract Information Retrieval System, and the SWSD agrees to participate in the Gloucester County Special Services School District MVC On-line Abstract Request Program for the school year 2024-2025 at an annual cost of \$55.00, **as submitted.**

D. Recommendation: Approve the **Gloucester County Special Services Transportation Cooperative Contract** for the 2024-2025 school year, **as submitted.**

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**

**RECESS INTO EXECUTIVE SESSION – If Needed**

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- 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:  
    Superintendent Evaluation
- Matters involving quasi-judicial deliberations, and specifically: \_\_\_\_\_

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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).**

**June 5, 2024**

**Board/Committee Meetings as scheduled**