

Agenda
July 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
5:30 pm P.M. Meeting Opens- Board Retreat
7:15- Regular Meeting

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. Board Retreat

D. Flag Salute

E. Adoption of Agenda

Recommendation: Adoption of the agenda, **as presented.**

Board action needed: Yes

Swedesboro-Woolwich Board of Education

"A Community dedicated to inspiring life-long learners"

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.

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 [June 5, 2024](#), as submitted.

Board action needed: Yes

2. Communication

A. Correspondence.

- [Thank You- Courtney Watkins](#)
- [Thank You- Debbie George](#)

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.

3. 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- Morgan Smith	Teacher	-	-	Requesting 3 days without pay	September 18, 24 & 25
2- Tracey Gaidis	Teacher	-	-	Resignation	August 31, 2024
3- Samantha Regina	Teacher	-	-	Resignation	September 20, 2024
4- Dayna Cavanagh	LP	\$15.13/hour	60-910-310-100-000-00	New Hire	2024-2025 School Year- pending completion of ALL state required paperwork
5- Judith Mejia	LP	\$15.13/hour	60-910-310-100-000-00	New Hire	2024-2025 School Year- pending completion of ALL state required paperwork
6- Jodi Shinn	LP	\$15.13/hour	60-910-310-100-000-00	Changing from LP Sub to permanent LP- 3 days a week	2024-2025 School Year
7- LaTasha Pitman	LP Substitute	\$15.13/hour	60-910-310-100-000-00	New Hire	2024-2025 School Year- pending completion of ALL state required paperwork
8- LaTasha Pitman	Bus Driver	\$32/hour	11-000-270-160-000-00	New Hire	2024-2025 School Year- pending completion of ALL state required paperwork
9- Brian Hoeft	Bus Driver	\$32/hour	11-000-270-160-000-00	New Hire	2024-2025 School Year- pending completion of ALL state required paperwork
10- Theresa Sisca	Bus Aide	\$25/hour	11-000-270-160-000-00	New Hire	2024-2025 School Year- pending completion of ALL state required paperwork
11- Jennifer Hammand	Bus Aide	\$25/hour	11-000-270-160-000-00	New Hire	2024-2025 School Year- pending completion of ALL state required paperwork
12- Nicole Higginbotham	Bus Aide	\$25/hour	11-000-270-160-000-00	New Hire	2024-2025 School Year- pending completion of ALL state required paperwork
13- Caroline Floyd	School Psychologist	\$62,163/Step 1 MA	11-000-219-104-000-01-080	New Hire	August 1, 2024- pending completion of ALL state required paperwork
14- Taylor Meagher	LTS	\$125/day for days 1-19 and	11-215-100-101-000-00-	New Hire	September 1, 2024- pending completion of ALL state required

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		\$200/day for days 20+	070		paperwork
15- Madison Roberts	Permanent Building Substitutes	\$135/day	11-120-100-101-000-01-050	New Hire	July 1, 2024
16- Diamond Brown	Paraprofessional	Step 9A/\$23,444	11-212-100-106-000-00-050	New Hire	September 1, 2024
17- Kevin Jolly	Guidance Counselor	Step 12/MA \$69,784	11-000-218-104-000-00-080	New Hire	September 1, 2024
18- Justine Dittert	Teacher	Step 1/MA \$55,534	11-120-100-101-000-01-080	Lane Change- MA Step 1	September 1, 2024
19- Staff ID # 4897	School Social Worker	-	-	Update to Maternity Leave	July 1, 2024- January 2, 2025
20- Staff ID # 4428	Administrative Support	-	-	Update to Medical Leave	Extended to on or around July 31, 2024
21- Staff ID # 4905	Administrative Support	-	-	Medical Leave	July 1, 2024-July 31, 2024
22- Staff ID # 5023	Teacher	-	-	Update to Maternity Leave	July 1, 2024-November 25, 2024
23- Staff ID # 4662	Teacher	-	-	Update to Maternity Leave	Returning on or around Monday October 7, 2024
24- Courtney Giattino	Student Teacher	-	-	Full Year Clinical Practice under the direction of Tara McCloskey-Farmer	Fall 2024 & Spring 2025
25- Skye Robinson	Student Teacher	-	-	Full Year Clinical Practice under the direction of Vanessa Paccione	Fall 2024 & Spring 2025
26- Sam Garcia	Student Teacher	-	-	Full Year Clinical Practice under the direction of Lauren Fox	Fall 2024 & Spring 2025
27- Rebecca Murray	School Counselor	-	-	Resignation	August 26, 2024
28- Maria Vai	LDTC	-	-	Resignation	August 25, 2024
29- Pheincie Chapman-Walker	School Psychologist	-	-	Resignation	August 19, 2024
30- Nancy Christoff	Payroll Clerk/Bookkeeper	-	-	Resignation	September 16, 2024
31- Walter Sandy	Maintenance	-	-	Retirement	September 16, 2024
32- Josh Stow	Facilities Supervisor	-	-	Updated Contract	July 1, 2024

B. Stipends- Recommendation: Approve the following stipends for the 2024-2025 school year, as listed:

Name	School	Stipend Position	Amount
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Clifford School	Clifford	2024-2025 Clifford Stipends	See attached
Stratton School	Stratton	2024-2025 Stratton Stipends	See attached
Harker School	Harker	2024-2025 Harker Stipends	See attached
Hill School	Hill	2024-2025 Hill Stipends	See attached

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

Name	Workshop	Date & Time	Cost	Estimated Travel Cost
1- Amber LaVoie, Amy Kline, Stephanie Shainline, Michele Garcia, Jennifer Garcia-Griffin and Jamie Flick	Science of Reading Event- Bellmawr School District	August 28, 2024/9am-pm	\$25/ticket	\$0

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

E. Regular, Payroll, Cafeteria & Addendum Bills

Recommendation: For payment of [June 2024](#) regular and addendum bills in the amount of **\$1,382,632.15** and [July 2024](#) regular and addendum bills in the amount of payment of \$1,136,061.13 and **June 2024** payroll in the amount of **\$1,852,620.49, as submitted.**

F. Recommendation: Approve the [Line-Item Transfer](#) for **June 2024** in the amount of **\$546,485.09, as submitted.**

G. Recommendation: Approve the Vacation Day Buy Out for the following administrators, as per contract:

- Jeni Boston-3
- Joel Brown-6
- Lorraine Campbell-6
- Jamie Flick-5
- Jennifer Garcia-Griffin-6
- Matthew Kelly-6
- Carolynne Sandy-6
- Jackie Traini-6
- Heather Worrell- 6 days

H. Recommendation: Approve the submission of the IDEA Grant Application for the 2024-2025 school year:

- Basic \$330,992
- PreK \$ 19,024

I. Recommendation: Approve the [Comprehensive Equity Plan Statement of Assurance](#) for the 2024-2025 school year, **as submitted.**

J. Recommendation: Approve to revise the previously approved, at the June 5, 2024, awarding of the contract to Nutri-Serve Food Management, Inc. for the 2024-2025 school year. The contract for the 2024-2025 school year will serve as the base year. Cost Reimbursable contract with a Flat Fee of \$48,000, NO Guarantee with a total contract price of \$665,555,40.

K. Recommendation: Approve the [Schools Health Insurance Fund](#) (SHIF) Indemnity Agreement for the 2024-2025 school year, **as submitted.**

L. Recommendation: Approve Alvani & Associates to provide 403B Professional Services for the 2024-2025 school year.

Please note: Was originally approved in June 2024 as Lakeview Financial

M. Recommendation: Approve the 2023-2024 sick day payment for the following retiree's, not to exceed \$8000:

- Terri Overbey- 29.5 days- \$295
- Paige Moore- 111 days- \$2,050

- Vivian Gracie- 216.5 days- \$8,000

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. Recommendation: Approve the following field trips for the 2024-2025 school year, as submitted:
- Harker School, see attached
 - **Walter Hill- FunPlex June 2025**
- B. Recommendation: Approve the Annual Agreement for Professional Services with Gloucester County Special Services School District for the 2024-2025 school year, **as submitted**.
- C. Recommendation: Approve **Camden County Educational Services Commission General Service Contract** for the 2023-2024 school year for Route **# 3238** and **# 1242Q**, **as submitted**.
- D. Recommendation: Approve Melissa Olsen as a substitute for 2024 ESY, at the rate of \$25/hour.
- E. Recommendation: Approve Megan Tatum as a Teacher for 2024 ESY, at the rate of \$38/hour.
- F. Recommendation: Approve additional staff to attend in-district summer professional development sessions as highlighted, **as submitted**.
- G. Recommendation: Approve additional staff to complete summer curriculum updates as highlighted, **as submitted**.
- H. Recommendation: Approve Beth Laube for LDT/C services for the 2024-2025 on an as needed basis, at the rate of \$428.09/day, **as submitted**.
- I. Recommendation: Approve the following Out of District Placements for the 2024-2025 school year:

School	Student
LARC	8484560324
	5180110767
Bancroft	1259483185
	4527900127
Gloucester County Special Services	8781449809
	3626297962

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	9290827059
	9810440169
Brookfield Elementary	3188017814
	7300464046
	4042381135
Hollydell	7181905175
Creative Achievement Academy	4531424645
Archway	5352339092

- J. Recommendation: Approve the Gloucester County Special Services School District Agreement to provide additional [Remedial Services for Nonpublic I.D.E.A.](#) students, **as submitted**.
- K. Recommendation: Approve the [Wellness Program Year End Report](#) for 2023-2024, **as submitted**.
- L. Recommendation: Approve the [Interlocal Services Agreement](#) between the Woolwich Township and the Swedesboro-Woolwich School District to provide Class III/II Officers for the 2024-2025 school year, **as submitted**.
- M. Recommendation: Approve the following Code of Conduct for the 2024-2025 school year, **as submitted**:
- [Clifford & Stratton](#)
 - [Harker](#)
 - [Hill](#)
- N. Recommendation: Approve the [Virtual or Remote Instruction Plan 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

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- Kingsway Youth Football	Harker Fields	July 29, 2024-November 15, 2024/5:45 pm-8:15 pm	Practices

B. Recommendation: Approve the [ESY Joint Transportation Agreement](#) between Kingsway Regional School District and the Swedesboro-Woolwich School District, **as submitted.**

C. Recommendation: Approve the [Walter Hill Disposal of Property](#), **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

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. Corey Jeffries
Board Secretary/SBA

Next Meeting(s).

August 14, 2024

Board/Committee Meetings as scheduled