

Minutes
July 20, 2022
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"/> Mrs. Gina Azzari, School Board President	All Committees
<input checked="" type="checkbox"/> Mrs. Natalie Baker, School Board Vice President	(Chair) Curriculum, (Chair) Negotiations, Personnel/Finance Committees
<input checked="" type="checkbox"/> Mrs. Julie Dickson	(Chair) Operations Committee
<input checked="" type="checkbox"/> Mrs. Tamara McGovern	Curriculum Committee
<input checked="" type="checkbox"/> Ms. Vivian Lane	(Chair) Personnel/Finance, Negotiations Committees
<input checked="" type="checkbox"/> Mrs. Erin Carroll	Personnel/Finance Committee
<input checked="" type="checkbox"/> Mrs. Kathryn Beaver	Curriculum Committee
Mrs. Laurie Cecala-Read	Operations, Negotiations Committees

Quorum: 7-1/6:00 pm

Other's Present:

Dr. Walter Kappeler, Superintendent of Schools
Mr. Steven Jakubowski, School Business Administrator, Board Secretary
Mr. Joel Brown, Chief Information Officer
Ms. Christina Panebianco, Assistant Board Secretary

Swedesboro-Woolwich Board of Education

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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, Board Vacancy _____
- 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.

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- 1) Recommendation: Baker/McGovern approve to enter into **Executive Session** for the purpose of discussing/reviewing items as noted above.
Board action needed: Yes Time: 6:02 pm
(All yes, motion to carry 7-0)

- 2) Recommendation: Baker/Beaver approve to return to **Regular Session**.
Board action needed: Yes Time: 6:40 pm
(All yes, motion to carry 7-0)

C. Flag Salute

D. Adoption of Agenda

Recommendation: Baker/McGovern approve the adoption of the agenda, as amended, as **presented**. (Remove #14 in personnel grid & table #21)

Board action needed: Yes

(All yes, motion to carry 7-0)

E. Approval of Minutes

Recommendation: McGovern/Beaver approve the regular and executive session minutes dated **June 8, 2022, as submitted**.

Board action needed: Yes

(Motion to carry 5-0-2; Baker and Lane abstain)

2. Communication

A. Superintendent

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1) Superintendent Updates

- Thank you to the board for allowing us to attend the Marzano Conference in Orlando for training on our Teacher/Administration Evaluation Model.
- We had a fantastic 3-day Administrative Retreat.
- Strategic Planning has a few final steps this evening. The Board will be establishing our Core Belief Statement. One more meeting to work on our Vision and Mission Statement.
- Welcome to all of our new hires.
- Next Thursday is the S/W Little Theater Show
- Theme for this year will be "Celebrating 100 Years of Educational Magic"

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Shout Outs!

- A huge congratulations to Erika Slowicki and Gab Sirolloi for working so hard this year and earning their Clinical Competence Certifications through ASHA. (American Speech-Language-Hearing Association)
- Dr. Jennifer Garcia-Griffin would like to thank everyone for making her feel so welcomed and thank you to admin for showing her the ropes over the last two weeks.
- Jeni Boston would like to thank Mr. Titus for all he has done and continues to do. Best wishes to him on his retirement.
- Jeni Boston would like to thank our wonderful maintenance staff who have been working nonstop to prepare the schools for September.
- Thank you to Stacey Stewart, Lisa Bitterman & Joanne Ragen for welcoming our in-coming Kindergarten students to the Ready, Set, Go Camp. We cannot wait for the next two session with Miss Pattinson.
- Shout out to Dr. Kappeler & Mrs. Flick for a very productive, collaborative, and entertaining admin retreat.
- Thank you to Christina Panebianco for doing a nice job keeping us informed with new enrollments and transfer out students.

2) Correspondence:

- a) Thank you- [Jaimie Zeidler & Family](#)
- b) Thank you- [St. Margaret Regional School](#)

3) OPRA Log

Document (s) Requested	Who Requested	Date Received	Date Completed
<p>1- Deltek is submitting a public records request to Swedesboro-Woolwich School District for commercial purposes.</p> <p>Would a representative please provide the information relating to the solicitation below? If available, please include any awarded contract documents and bid tabulation/results.</p> <p>Project Name: Energy Service Companies for the planning, development, and implementation of an Energy Savings Plan Bid Number: Unknown Due Date: 1/10/2022</p>	Deltek, Inc	July 11, 2022	July 11, 2022

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Contract Number: Awarded Vendor Name: Awarded Vendor Address: Awarded Vendor Phone: Award Amount: Award Date: Start Date: End Date: Contract Terms: Contract Document:			
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Public Comments/Visitors- None to Report

3. Action Items

Personnel/Finance/Negotiations Committee

[Personnel & Finance Committee Meeting Report](#), (Chairperson) Ms. Vivian Lane

[Negotiations Committee Meeting Report](#), (Chairperson) Mrs. Natalie Baker

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

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

Name	School	Position/ Cert	Salary	Budget Acct #	Action	Effective Date
1- Ms. Kayla Kushner	District	School Psychologist	-	-	Resignation	September 1, 2022
2- Ms. Eleanor Kirsch	Harker	Teacher	-	-	Resignation	June 30, 2022
3- Ms. Ashley Forosisky	Harker	P/T Nurse	-	-	Resignation	June 30, 2022
4- Ms. Donna Wilgus	Harker	Paraprofessional	-	-	Resignation	August 22, 2022
5- Ms. Tricia Leigh Best	Harker	Guidance Counsellor	-	-	Resignation	June 30, 2022
6- Ms. Gabrielle Sirolli	Harker	Speech Therapist	-	-	Resignation	July 13, 2022
7- Ms. Tara O'Neill	Stratton	Receptionist/Main Office	\$25,000	11-000-240- 105-000-00- 050	New Hire	September 1, 2022
8- Ms. Cassidy Garbacz	Hill	Special Ed Teacher	Step 1/\$51,780	11-213-100- 101-000-00- 060	New Hire	September 1, 2022 (pending completion of

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						ALL State required paperwork)
9- Ms. Jenine Peters	Harker	Teacher- ABA	MA/Step 14 \$74,825	11-214-100-101-000-00-080	New Hire	September 1, 2022 (pending completion of ALL state required paperwork)
10- Ms. Elenie Speis	Harker	Special Ed Teacher	BA/Step 9 \$57,825	11-204-100-101-000-00-080	New Hire- 1-year contracted position	2022-2023 school year (pending completion of ALL state required paperwork)
11- Ms. Katie Richer	Hill	Teacher	BA/Step 5 \$52,980	11-130-100-101-000-00-060	New Hire	September 1, 2022 (pending completion of ALL State required paperwork)
12- Ms. Brianna Neuman	Harker	LPC	\$14.00/hour	11-000-262-107-000-00	LPC- 1 day per week & substitute LPC	September 6, 2022 (pending completion of ALL State required paperwork)
13- Ms. Tiffany Sciorillo	Stratton	Guidance Counselor	MA+30/Step 7 \$58,530	11-000-218-104-000-00-050	New Hire	September 1, 2022 (pending completion of ALL state required paperwork)
14- Ms. Madelyn Interlante	Harker	School Nurse	BA/Step 3-4 \$52,580	11-000-213-104-000-00-080	Position change to School Nurse	September 1, 2022
15- Mr. Barry Mesmer	Harker	LPC	\$14.00/hour	11-000-262-107-000-00	LPC	September 6, 2022
16- Ms. Diana Sanes	Harker	LPC	\$14.00/hour	11-000-262-107-000-00	LPC 3 days per week & Substitute LPC	September 6, 2022
17- Ms. Latanya Clarke	Harker	LPC	\$14.00/hour	11-000-262-107-000-00	LPC 2 days per week & substitute LPC	September 6, 2022
18- Ms. Lori Belluscio	Harker	LPC	\$14.00/hour	11-000-262-107-000-00	LPC 3 days per week & Substitute LPC	September 6, 2022
19- Ms. Jennifer Fusco	Harker	LPC	\$14.00/hour	11-000-262-107-000-00	New Hire- LPC	September 6, 2022 (pending completion of ALL state required paperwork)

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20- Ms. Kelly Bonapfel	District	Substitute Secretary	\$14.00/hour	11-000-262-107-000-00	New Hire-Substitute Secretary	September 6, 2022 (pending completion of ALL state required paperwork)
21- Ms. Kari Foote (tabled)	District	CST Chairperson	\$10,000 yearly stipend	11-000-219-104-000-00-080	CST Stipend	July 1, 2022
22- Ms. Cindy Charlton	Harker	Teacher	-	-	Principal Internship under the direction of Carolynne Sandy	2022-2023 School year
23- Ms. Bianca Moffa	Harker	Clinical Practice	-	-	Full year of Clinical Practice under the direction of Amanda Cicchini	2022-2023 School Year
24- Ms. Amy Kline	Harker	Teacher	BA+15/\$82,824	11-120-100-101-000-00-080	Lane Change	September 1, 2022 (pending receipt of official transcripts)
25- Mr. David Ortega	Harker	Teacher	BA+15/\$53,680	11-120-100-101-000-00-080	Lane Change	September 1, 2022
26- Ms Megan Solmen	Harker	Teacher	MA+15/\$56,780	11-120-100-101-000-00-080	Lane Change	September 1, 2022
27- Ms. Jessica Deopp	Clifford	Teacher	-	-	Extension in maternity leave	Requesting to return November 1, 2022

B. Stipends- Recommendation: Baker/McGovern approve the following stipends for the 2022-2023 school year, **as submitted:**

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

C. Workshops- Recommendation: Baker/McGovern approve the following workshops, as listed:

Name	Workshop	Date & Time	Cost	Estimated Travel Cost
1- Ms. Denise Barr	Providing Support for Struggling Readers	Camden County College/Friday September 30, 2022 9am-2:40pm	\$149	\$0

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D. Recommendation: Baker/McGovern approve the Board Secretary's Report in accordance with 18A: 17-36 and 18A: 17-9 for the month of **May 2022**. 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 2022**. The Reconciliation Report and Board Secretary's Report are in agreement for the month of **May 2022**.

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: Baker/McGovern approve for payment of **June 2022** regular and addendum bill in the amount of **\$949,058.34 & July 2022** regular and addendum bills in the amount of **\$362,409.41** and payment of **June 2022** payroll in the amount of **\$1,487,002.61, as submitted**.

F. Recommendation: Baker/McGovern approve the Line Item Transfer for **June 2022** in the amount of **\$515,731.82, as submitted**.

G. Recommendation: Baker/McGovern approve the change of Harker Part-time school nurse position to a Full-time school nurse position.

H. Recommendation: Baker/McGovern approve Administrative Assistant salary adjustments for the 2022-2023 school year, **as submitted**.

I. Recommendation: Baker/McGovern approve the Tuition Reimbursements for the 2021-2022 school year, **as submitted**.

J. Recommendation: Baker/McGovern approve the Vacation Day Buy Out for the following administrators:

- Jeni Boston- 6 days
- Joel Brown- 6 days
- Lorraine Campbell- 6 days

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- Leigh Donato- 6 days
- Carolynne Sandy- 6 days
- Jackie Traini- 6 days
- Heather Worrell- 6 days

K. Recommendation: Baker/McGovern approve the following retirees' payment of unused sick days at the maximum payout of \$8,000, to be paid in January 2023:

- Jenna Gross
- Mary Hottenrott

L. Recommendation: Baker/McGovern approve Mr. Robert Titus, retiring in July 2022, to be paid for unused sick time not to exceed \$15,000 and unused vacation time not to exceed 29 days, as per contract.

M. Recommendation: Baker/McGovern approve the [ESY Paraprofessional rates](#) for July 2022 from Kelly Services, **as submitted**.

N. Recommendation: Baker/McGovern approve to accept the Comet Care donation for the 2021-2022 school year in the amount of \$5,000.

O. Recommendation: Baker/McGovern approve to accept the following PTO donations for the 2021-2022 school year:

- Margaret Clifford School Library (new books) \$ 3,586.08
- Stratton School Library (new books) \$ 6,404.01
- Harker School (various items- rugs, books, supplies) \$13,700.54
- Walter Hill School \$ 2,800.00

P. Recommendation: Baker/McGovern approve the following per pupil tuition rates for the 2022-2023 school year, as listed:

- Prek-K \$14,783
- 1st-5th \$16,475
- 6th \$17,383
- Disability \$22,164

Q. Recommendation: Baker/McGovern approve the submission of the IDEA Grant application for the 2022-2023 school year:

- Basic \$294,534 (Tuition)
- PreK \$ 19,297 (Tuition)

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R. Recommendation: Baker/McGovern approve the following LPC’s for summer work,
@ \$14/hour:

Name	School	Position	Action	Effective Date/Time
1- Diana Sanes	Harker	LPC	Office Work	Not to exceed 7 days
2- Jen Downey	Harker	LPC	Office Work	Not to exceed 7 days
3- Kelly Weick	Clifford	LPC	Dial Screening Office Work	June 27-29 (7.5 hours/day)
4- Kelly Weick	Clifford	LPC	Dial Screening Office Work	June 30 (4.5 hours)
5- Kelly Weick	Clifford	LPC	Dial Screening Office Work	August 15-16 (4 hours/day)
6- Kelly Weick	Clifford	LPC	Office Work	August 22-25 (5 hours/day)
7- Jen Cardamone	Clifford	LPC	Office Work	August 22-25 (5 hours/day)

S. Recommendation: Baker/McGovern approve the following Staff Summer hours, at
contract rate of @38/hour:

Name	School	Position	Action	Effective Date
1- Tracy Beyrodt & Amelia Steinmetz	District	Teacher	Training for Summer Testing Summer Testing Facilitator	Date & Time TBD 2 hours/teacher August 11 & 18 9am-1pm
2- Darrell Ford	District	STEM Coach	Summer Curriculum Writing (Math Revisions K and Science K-2)	July 2022/not to exceed 25 hours
3- Lori Savas	District	ELA Coach	Summer Curriculum Writing (Reading & Writing 3-5)	July 2022/not to exceed 25 hours
4- Darrell Ford	District	STEM Coach	STEM Room Organization & Preparation at Stratton	July 2022/not to exceed 25 hours
5- Marlaina Spicer & Meghan Pattinson	District	Teacher	Kindergarten Dial Screening Facilitator	August 15-16, 2022
6- Joanne Ragen	District	Teacher	Kindergarten Club Session 2(replacing Lisa Bitterman)	July 18-21, 2022

Board action needed: Yes (Roll Call Required)

(All yes, motion to carry 7-0)

Mrs. Natalie Baker-Y

Mrs. Julie Dickson-Y

Mrs. Tamara McGovern-Y

Ms. Vivian Lane-Y

Mrs. Erin Carroll-Y

Mrs. Kathryn Beaver-Y

Mrs. Laurie Cecala-Read

Mrs. Gina Azzari-Y

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

A. Recommendation: McGovern/Baker approve the following out of district tuition students for the 2022-2023 school year, as listed:

- Gloucester County Special Services School
 - #8781449809
 - #9810440169
 - #9243034351
 - #3626297962
 - #9290827059
- Hollydell
 - #6883983308
 - #7181905175
- Creative Achievement Academy
 - #4531424645
- LARC
 - #5180110767

B. Recommendation: McGovern/Baker approve the annual contracts with the Commission for the Blind and Visually Impaired, per IEP's, **as submitted**.

C. Recommendation: McGovern/Baker approve the contract with Brookfield Educational Services for Hospital-Based Instruction, **as submitted**.

D. Recommendation: McGovern/Baker approve Mrs. Bussott to participate in the New Jersey STEM Innovation Fellowship for the 2022-2023 school year. There will be a \$2000 stipend to be paid by the New Jersey STEM Innovation Fellowship, **as submitted**.

E. Recommendation: McGovern/Baker approve the following staff members to attend summer professional development, at \$38 per hour, as per contract, **as submitted**.

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- F. Recommendation: McGovern/Baker approve the revised [2022-2023 District Calendar](#), as submitted.
 - G. Recommendation: McGovern/Baker approve the contract with [Rite Aide to hold a Flu Shot Clinic](#) on September 20, 21 & 22 at all schools, as submitted.
 - H. Recommendation: McGovern/Baker approve Aveanna/Epic as Provider for 1:1 nurse for (6883983308) for out of district placement, per IEP.

Board action needed: Yes (Roll Call Required)
(All yes, motion to carry 7-0)

Mrs. Natalie Baker	Mrs. Julie Dickson	Mrs. Tamara McGovern
Ms. Vivian Lane	Mrs. Erin Carroll	Mrs. Kathryn Beaver
Mrs. Laurie Cecala-Read	Mrs. Gina Azzari	

Operations

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

- A. Recommendation: Baker/Beaver approve the donation of 45 Epson 485 Wi Projectors to Y.A.L.E. School.
- B. Recommendation: Baker/Beaver approve the [Disposal of Property](#) for the Technology Department, as submitted.
- C. Recommendation: Baker/Beaver approve the annual [School Security Drill Statement of Assurance](#) (SOA), as submitted.

Board member, Mrs. Julie Dickson, would like to thank Joel Brown for assisting in the donation of the 45 Epson Projectors to the Y.A.L.E. School.

Board action needed: Yes (Roll Call Required)
(All yes, motion to carry 7-0)

Mrs. Natalie Baker-Y	Mrs. Julie Dickson-Y	Mrs. Tamara McGovern-Y
Ms. Vivian Lane-Y	Mrs. Erin Carroll-Y	Mrs. Kathryn Beaver-Y
Mrs. Laurie Cecala-Read	Mrs. Gina Azzari-Y	

- 4. Recommendation: Baker/McGovern approve to accept the resignation of board member Rosella Musumeci, effective July 5, 2022.

Board President, Mrs. Gina Azzari, is sad to see Mrs. Musumeci go and are very thankful for her many years of service on the S/W Board of Education.

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Board action needed: Yes (Roll Call Required)

(All yes, motion to carry 7-0)

Mrs. Natalie Baker-Y

Mrs. Julie Dickson-Y

Mrs. Tamara McGovern-Y

Ms. Vivian Lane-Y

Mrs. Erin Carroll-Y

Mrs. Kathryn Beaver-Y

Mrs. Laurie Cecala-Read

Mrs. Gina Azzari-Y

5. **Board Retreat- Judy Riley, PLC Associates** presented on the Districts Core Beliefs.

A. Recommendation: McGovern/Baker approve 10-minute recess

Board Action Needed: Yes

(All yes, motion to carry 7-0)

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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:

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- 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

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of performance, promotion or discipline of any public officer or employee, and specifically:
Personnel, Board Vacancy, Superintendent Evaluation

- Matters involving quasi-judicial deliberations, and specifically: _____

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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.

Recommendation: McGovern/Beaver approve to enter into **Executive Session** for the purpose of discussing/reviewing items as noted above.

Board action needed: Yes Time: 8:33 pm
(All yes, motion to carry 7-0)

Recommendation: Carroll/McGovern approve the CST Chairperson Stipend of \$10,000 to Kari Foote for the 2022-2023 school year.

Board Action needed: Yes
(All yes, motion to carry 7-0)

Recommendation: Carroll/McGovern approve to return to **Regular Session**.

Board action needed: Yes Time: 10:22 pm
(All yes, motion to carry 7-0)

Delegates:

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

6. Adjournment

Recommendation: Carroll/McGovern approve the adjournment of meeting.

Board action needed: Yes Time: 10:23 pm
(All yes, motion to carry 7-0)

Respectfully submitted,



Mr. Steven Jakubowski

Board Secretary/SBA

Next Meeting(s).

August 10, 2022

Board/Committee Meetings as scheduled