



# KINGSWAY REGIONAL SCHOOL DISTRICT

## Work Session Meeting of the Board of Education

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Date: December 12, 2024  
Time: 6:30 p.m.  
Location: District Office Conference Room  
213 Kings Highway  
Woolwich Township, NJ 08085

### A. Open Meeting

#### Roll Call

Lauren Boerlin, Michele A Blair, Christie Comerford, Jennifer Cavallaro-Fromm, Marilyn O'Rourke-Young, Kelly Bonapfel, Apryl Palazzo, Jaclyn Dopke

Meeting called to order at 6:30 PM

#### Pledge of Allegiance

### B. Student Recognition

Discussion: 1. Spotlight Students

Discussion: 2. Seniors of the Month

Discussion: 3. Girl's Field Hockey

### C. Staff Recognition

Discussion: 1. Spotlight Teacher of the Month

### D. Student Representative Report

Discussion: 1. Monthly Student Representative Report

### E. Correspondence

Information: 1. Harvest Gala Thank You

Information: 2. Veteran's Day Breakfast Thank You

### F. Approval of Minutes

Discussion: 1. Minutes

### G. Public Participation

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Procedural: 1. Public Comment

H. Executive Session

Action: 1. Executive Session In

Motion by Lauren Boerlin, second by Michele A Blair.

BE IT RESOLVED that the Kingsway Regional School District Board of Education desires to hold a closed Executive Conference Session at 6:33 p.m. prevailing time, for approximately 60 minutes as follows:

Item Discussion Item(s)\*

Personnel

Individual Privacy

defined as excluded from requirements of Open Public Meetings Act of 1975, further it is anticipated that such discussions may be disclosed upon resolution.

\*Pursuant to the list of exceptions set forth in the Open Public Meetings Act 10:4-12

Final Resolution: Motion Carries

Yes: Lauren Boerlin, Michele A Blair, Christie Comerford, Jennifer Cavallaro-Fromm, Marilyn O'Rourke-Young, Kelly Bonapfel, Apryl Palazzo, Jaclyn Dopke

Action: 2. Executive Session Out

Motion by Jaclyn Dopke, second by Michele A Blair.

BE IT RESOLVED, that the Kingsway Regional School District Board of Education adjourn executive session and reconvene the public meeting at 9:30 p.m.

Final Resolution: Motion Carries

Yes: Lauren Boerlin, Michele A Blair, Christie Comerford, Jennifer Cavallaro-Fromm, Marilyn O'Rourke-Young, Kelly Bonapfel, Apryl Palazzo, Jaclyn Dopke

I. BOEs Decision to Affirm/Overturn/Modify Superintendent Decision Regarding Long-Term Suspension of Student

Motion by Michele A Blair, second by Kelly Bonapfel.

Action: 1. BOEs Decision to Affirm/Overturn/Modify Superintendent Decision Regarding Long-Term Suspension of Student (#26815)

Board's Decision Imposing Long-Term Suspensions With Conditions

WHEREAS, Student #26815 (the "Student") is a student at Kingsway Regional High School; and

WHEREAS, the Kingsway Regional Board of Education held a disciplinary hearing on December 12, 2024, and considered the testimony of all witnesses, the facts and severity of the alleged offense, and the Student's disciplinary record; and

WHEREAS, the Kingsway Regional Board of Education has considered all evidence provided and have determined that the alleged actions have occurred by a preponderance of the evidence; and

WHEREAS, the Kingsway Regional Board of Education has reviewed the status of the student's suspension,



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the appropriateness of the suspended student's current educational program; and whether the suspended student's current placement should continue or whether the student should return to the general education program; and

WHEREAS, the Superintendent recommends that the suspension be continued for one hundred and eighty (180) school days, subject to the conditions recommended by the Superintendent.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Education of Kingsway Regional School District hereby approves the long-term suspension of Student #26815 for the reasons discussed during the student disciplinary hearing; and

BE IT FURTHER RESOLVED that the Board of Education accepts the recommendations of the Superintendent and orders that the long-term suspension of Student #26815 be continued, subject to the conditions recommended by the Superintendent; and

BE IT FURTHER RESOLVED that the Administration shall take the necessary actions to effectuate this resolution.

Final Resolution: Motion Carried

YES: Boerlin, Blair, Comerford, Cavallaro-Fromm, O'Rourke-Young, Bonapfel, Palazzo, Dopke

NO: None

ABSENT: Rosato, Lombardo

#### J. Employee Separation Agreement

Action: 1. Employment Separation Agreement for Employee #5493

Motion by Marilyn O'Rourke-Young, second by Jaclyn Dopke.

BE IT RESOLVED that the Kingsway Regional Board of Education hereby approves an Employment Separation Agreement with employee 5493; and

BE IT FURTHER RESOLVED that the Kingsway Regional Board of Education hereby accepts 5493's irrevocable resignation effective June 30, 2025; and

BE IT FURTHER RESOLVED that the Kingsway Regional Board of Education authorizes the Board President and the Business Administrator/Board Secretary to execute the Employment Separation Agreement on behalf of the Board; and to take such further steps as may be necessary to effectuate the within Employment Separation Agreement and carry out this action of the Board.

Final Resolution: Motion Carries

Yes: Lauren Boerlin, Michele A Blair, Christie Comerford, Jennifer Cavallaro-Fromm, Marilyn O'Rourke-Young, Kelly Bonapfel, Apryl Palazzo, Jaclyn Dopke

#### K. Presentations

Presentation: 1. Long-Range Capital Project Plan

#### L. Superintendent Discussion Items

Discussion: 1. Discussion Items



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**M. Approval of Action Items**

Action (Consent): 1. Approval of Consent Agenda

Motion by Marilyn O'Rourke-Young, second by Christie Comerford

BE IT RESOLVED, that the Kingsway Regional School District Board of Education approve the following consent agenda item N1-4.

**N. Personnel**

Action (Consent): 1. Appointments and Reappointments

BE IT RESOLVED, that the Kingsway Regional School District Board of Education approve the appointment(s) of the following staff member(s), as recommended by the Superintendent of Schools, contingent upon criminal history review clearance and issuance of appropriate certification(s) where applicable:

All certificated and non-certificated personnel are approved for hourly Schedule B assignments on an as-needed basis.

Name	Position	Location	Reason	Compensation	Effective Date
Michael Conway	Maintenance Person	District	Appointment	Step 8; \$56,250 Prorated	01/02/2025- 06/30/2025
Madelyn Kline	LTS - Teacher of Special Education	High School	Appointment	\$280/diem	12/02/2024- 01/31/2025
Michelle Madden	Substitute Custodian	District	Appointment	\$16.00/hour	01/02/2025- 06/30/2025
Caylee Stead	LTS - Teacher of English	High School	Appointment	\$280/diem	12/13/2024- 06/30/2025
Kerian Vannieuwenhove	LTS - Teacher of Special Education	Middle School	Appointment	\$280/diem	12/17/2024- 06/30/2025

Action (Consent): 2. Resignations, Retirements and Terminations

BE IT RESOLVED, that the Kingsway Regional School District Board of Education approve the resignation, retirements, and terminations, as recommended by the Superintendent of Schools:

Name	Position	Location	Reason	Years of Service	Effective Date
Tracy Gallelo	Custodian	High School	Resignation	2 years 4 months	12/14/2024
Joanne Gagne	Teacher of Special Education	High School	Retirement	11 years 4 months	02/01/2025
Jennie Hara	Teacher of English	High School	Resignation	8 years	6/30/2025

Action (Consent): 3. Employment - Schedule "B", Staff Workers, Unpaid Volunteers

BE IT RESOLVED, that the Kingsway Regional School District Board of Education approve the Schedule "B" appointments, event staff workers, and unpaid volunteers, as recommended by the Superintendent of Schools:

Name	Position	Location	Reason	Compensation	Effective Date(s)
Christina Ludlam	School Nurse	High School	I&RS	\$41.69/hr.	12/13/2024-06/30/2025
Elisabeth Spinner	Home Instructor	District	Appointment	\$41.69/hr.	12/13/2024-06/30/2025



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Name	Position	Location	Reason	Compensation	Effective Date(s)
Rebecca Dryden	Volunteer - Girls Wrestling	High School	Appointment	N/A	12/13/2024-06/30/2025
Gregory Croce	Assistant Coach - Boys Wrestling	High School	Appointment	\$5,366	12/13/2024-06/30/2025
David Laverty	Assistant Coach - Girls Basketball	High School	Appointment	\$4,746.51	12/05/2024-06/30/2025 (Ratify & Affirm)

**Action (Consent): 4. Leaves of Absence**

Resolved that the Kingsway Regional School District Board of Education approve the leaves of absence(s), as recommended by the Superintendent of Schools:

Name	Position	Location	Reason	Effective Date(s)
Cynthia Gardner	Bus Driver	District	Medical	Leave with pay 12/18/2024-1/29/2025
Michael Mazzeo	Custodian	Middle School	Medical	Leave with pay 11/20/2024-12/04/2024; Leave without pay 12/05/2024-1/14/2025 (Ratify & Affirm)
Sarah Schugar	Teacher of English	High School	Maternity	Leave with pay 3/14/2025-4/04/2025; Leave without pay 4/07/2025-6/18/2025
Kathleen Wilhelm	Teacher of Social Studies	Middle School	Intermittent Family	Intermittent leave with pay 12/01/2024-05/31/2025 (Ratify & Affirm)

**O. Finance**

Discussion: 1. Budget Line-Item Transfers

Discussion: 2. Payment of Claims

Discussion: 3. Board Secretary's Certification

Discussion: 4. Receipt and Acceptance of Board Secretary's Monthly Report

Discussion: 5. Receipt and Acceptance of Student Activity and Athletic Account Financial Reports

**P. Curriculum & Instruction**

Discussion: 1. Professional Development - Staff Attendance at Trainings, Seminars, Conventions, and Conferences

Discussion: 2. Professional Learning Workshops

**Q. General Administration**

Discussion: 1. Enrollment Report

Discussion: 2. Emergency Drills

Discussion: 3. Student Discipline, Violence/Vandalism, HIB

Discussion: 4. HIB - Completed Investigation Reports



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Discussion: 5. Education Field Trips and Assemblies

Discussion: 6. Fundraiser(s)

Discussion: 7. Senior Privilege

Discussion: 8. 2025-2026 School Calendar

Discussion: 9. Policy 1st Reading

Final Resolution: Motion Carries

Yes: Lauren Boerlin, Michele A Blair, Christie Comerford, Jennifer Cavallaro-Fromm, Marilyn O'Rourke-Young, Kelly Bonapfel, Apryl Palazzo, Jaclyn Dopke

R. Old Business

S. New Business

T. Adjournment

Action: 1. Motion to Adjourn

Motion by Michele A Blair, second by Christie Comerford.

Resolved that the Kingsway Regional School District Board of Education adjourn the meeting at 9:50 pm.

Final Resolution: Motion Carries

Yes: Lauren Boerlin, Michele A Blair, Christie Comerford, Jennifer Cavallaro-Fromm, Marilyn O'Rourke-Young, Kelly Bonapfel, Apryl Palazzo, Jaclyn Dopke

Respectfully Submitted,

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Jason Schimpf  
School Business Administrator/Board Secretary



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