

**Minutes**  
**January 2, 2025**  
**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 P.M. Meeting Opening**

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**A. 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. **Election Results**, as submitted.

C. Reading of Oaths to Office- Newly Elected Members  
(Publicly read oaths)

- Gina Azzari
- Erin Carroll
- Laurie Cecala-Read

D. Roll Call

<b><i>Board Member</i></b>	<b><i>Term Expires</i></b>
<input checked="" type="checkbox"/> Gina Azzari	2027
<input checked="" type="checkbox"/> Natalie Baker	2025
<input checked="" type="checkbox"/> Marie Barbara	2025
<input checked="" type="checkbox"/> Alfred Beaver	2025
<input checked="" type="checkbox"/> Laurie Cecala-Read	2027
<input checked="" type="checkbox"/> Erin Carroll	2027
<input checked="" type="checkbox"/> Julie Dickson	2025
Tamara McGovern	2026
<input checked="" type="checkbox"/> Kenneth Riley	2026

Quorum: 8-1/6:11 pm

E. Flag Salute

**G. Nominations for the position of Board President.**

Motion to nominate: Barbara/Dickson Gina Azzari

Other nominations: N/A

Motion to close the nominations for the position of Board President: Beaver/Baker

Board action needed: Yes (Roll Call Required)

(All yes, motion to carry 8-0)

Gina Azzari-Y	Natalie Baker-Y	Marie Barbara-Y
Alfred Beaver-Y	Erin Carroll-Y	Laurie Cecala-Read-Y
Julie Dickson-Y	Tamara McGovern	Kenneth Riley-Y

<b>Turn meeting over to the new Board President</b>
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**H. Nominations for the position of Vice-President.**

Motion to nominate: Beaver/Dickson Natalie Baker

Other nominations: N/A

Motion to close the nominations for the position of Board Vice President: Beaver/Riley

Board action needed: Yes (Roll Call Required)

(All yes, motion to carry 8-0)

Gina Azzari-Y	Natalie Baker-Y	Marie Barbara-Y
Alfred Beaver-Y	Erin Carroll-Y	Laurie Cecala-Read-Y
Julie Dickson-Y	Tamara McGovern	Kenneth Riley-Y

**I. Standing Committee Appointments**

- **Curriculum Committee**

(Curriculum, Policy & Community Relations)

- (Chairperson) Natalie Baker
- Tamara McGovern
- Al Beaver

- **Operations Committee**

(Building & Grounds, Long Range, Technology & Transportation)

- (Chairperson) Julie Dickson
- Laurie Cecala-Read
- Erin Carroll

- **Personnel Committee**

(Finance & Personnel)

- (Chairperson) Marie Barbara

- Al Beaver
- Ken Riley

**Special Committee Appointments**

- **Negotiations Committee**
  - (Chairperson) Natalie Baker
  - Marie Barbara
  - Ken Riley

**B. Action Items**

- A. Recommendation: Barbara/Dickson approve to open regular meeting.  
Board action needed: Yes  
(All yes, motion to carry 8-0)
- B. Recommendation: Baker/Barbara approve the adoption of the agenda, **as presented**.  
Board action needed: Yes  
(All yes, motion to carry 8-0)

**3. Appointments for 2024-2025 School Year- Resolutions**

- A. Recommendation: Riley/Cecala-Read approve the following Professional Services as listed:

<b>Company Name</b>	<b>Type of Service</b>
1- Parker McCay	School Solicitor
2- McManimon, Scotland & Baumann, LLC & Wilentz, Goldman & Spitzer	Bond counsel
3- Phoenix Advisors Financial Group, LLC	Financial Advisory Services
4- Inspira Health Network Medical Group, P.C. (formerly known as DePersia Medical Group)	Medical Inspector/ School Doctors, Staff
5- Dr. Seretis	School Physician
6- Advocare Pediatrics Medical Group	Medical Inspector/ School Doctors, Students
7- Garrison Architects	School Architect
8- Holt, McNally & Associates	School District Auditor
9- Lakeview Financial	403b Provider
10- Coastal Environmental Compliance, LLC	Environmental Services
11- Integrity Consulting Group	Insurance Broker of Record- Employee Health Benefits

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12- Conner, Strong & Buckelew	Insurance Broker of Record- Property & Casualty & Workers Compensation
13- Nancy McCabe	School Treasurer
14- SJ Services	Custodial Services
15- ADP	Payroll Support

B. Recommendation: Riley/Cecala-Read approve the following Personnel Services as listed:

Employee Name	Type of Service
1- Mr. Korey Jeffries	School Board Secretary
2- Mr. Korey Jeffries	Public Agency Compliance Officer
3- Mr. Korey Jeffries	Custodian of Records
4- Mr. Korey Jeffries	Authorize to award contracts up to bid threshold of \$32,000, and set quote threshold at 15% (\$4,800) of bid threshold amount for the 2024-2025 school year
5- Mrs. Christina Panebianco	Assistant Board Secretary @ \$125/meeting
6- Mr. Joseph Murray	Assistant Technology Support @ \$100/meeting
7- Mr. Joshua Stow	Integrated Pest Management
8- Mr. Joshua Stow	Right to Know Officer
9- Mr. Keith Doster	Indoor Air Quality Designee
10- Mrs. Heather Worrell	Affirmative Action Compliance Officer for Personnel
11- Mrs. Heather Worrell	Homeless Liaison
12- Mrs. Heather Worrell	Truancy and Attendance Officer
13- Mrs. Heather Worrell	504 Officer
14- Mrs. Jamie Flick	Data Coordinator
15- Mr. Korey Jeffries	School Safety Specialist
16- Mrs. Lorraine Campbell	HIB Coordinator/Municipal Alliance Rep

C. Recommendation: Riley/Cecala-Read approve the following positions as Signatories for the Districts Banking Accounts:

Superintendent: Dr. Kristin Kellogg  
Business Administrator: Mr. Korey Jeffries  
Board President: Gina Azzari

- D. Recommendation: Riley/Cecala-Read approve the Resolution approving the utilization of manual checks written pursuant to board [policy #6470](#), **as submitted**.
- E. Recommendation: Riley/Cecala-Read approve collection and maintenance of Pupil Records (as per FERPA).
- F. Recommendation: Riley/Cecala-Read approve readopting any existing contracts and agreements, including maintenance/warranty, to which the School Board is a party and where continuation is authorized by law.
- G. Recommendation: Riley/Cecala-Read approve procurement of goods and services through State Contracts.
- H. Recommendation: Riley/Cecala-Read approve the Investment and Transfer of Funds.
- I. Recommendation: Riley/Cecala-Read approve establishing the following Petty Cash funds for the district:
- |                 |          |
|-----------------|----------|
| Superintendent  | \$300.00 |
| Board Office    | \$500.00 |
| Clifford School | \$100.00 |
| Stratton School | \$250.00 |
| Harker School   | \$300.00 |
| Hill School     | \$100.00 |
- J. Recommendation: Riley/Cecala-Read approve the following Official Banking Depositories:
- Fulton Bank
  - Bank of New York
  - JP Morgan
  - TD Bank
  - Depository Trust Company
- K. Recommendation: Riley/Cecala-Read approve the Chart of Accounts.
- L. Recommendation: Riley/Cecala-Read approve the use of Facsimile Signatures, **as listed**.
- Superintendent- Dr. Kristin Kellogg
  - School Business Administrator- Mr. Korey Jeffries
  - Board President- Gina Azzari
- M. Recommendation: Riley/Cecala-Read approve the official newspaper of the district for the calendar year as the South Jersey Times.
- N. Recommendation: Riley/Cecala-Read approve the District Policy Manual as previously approved by the Board of Education.

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- O. Recommendation: Riley/Cecala-Read approve all existing Curriculum as previously approved by the Board of Education.
- P. Recommendation: Riley/Cecala-Read approve the following Representatives:  
New Jersey School Boards Association: Gina Azzari  
Gloucester County School Boards Association: Natalie Baker
- Q. Recommendation: Riley/Cecala-Read approve the schedule of the Regular and Special School Board Meeting dates for 2025, **as listed**.

Thursday January 2, 2025	6:00 p.m.	Reorganization Meeting
Wednesday January 15, 2025	6:00 p.m.	Regular Meeting
Wednesday February 12, 2025	6:00 p.m.	Regular Meeting
Wednesday March 12, 2025	6:00 p.m.	Regular Meeting
Wednesday April 30, 2025	6:00 p.m.	Budget Hearing/Regular Meeting
Wednesday May 14, 2025	6:00 p.m.	Regular Meeting
Wednesday June 11, 2025	6:00 p.m.	Regular Meeting
Wednesday July 30, 2025	6:00 p.m.	Regular/Board Retreat
Wednesday August 13, 2025	6:00 p.m.	Regular Meeting
Wednesday September 24, 2025	6:00 p.m.	Regular Meeting
Wednesday October 15, 2025	6:00 p.m.	Regular Meeting
Wednesday November 12, 2025	6:00 p.m.	Regular Meeting
Wednesday December 10, 2025	6:00 p.m.	Regular Meeting
Tuesday January 6, 2026	6:00 p.m.	Reorganization Meeting

Board action needed: Yes (Roll Call Required)

(All yes, motion to carry 8-0)

Gina Azzari-Y	Natalie Baker-Y	Marie Barbara-Y
Alfred Beaver-Y	Erin Carroll-Y	Laurie Cecala-Read-Y
Julie Dickson-Y	Tamara McGovern	Kenneth Riley-Y

**4. Personnel/Finance/Negotiations Committee**

- A. Personnel- Recommendation: Barbara/Riley approve the following personnel items, as listed:

Name	Position/ Cert	Salary	Budget Acct #	Action	Effective Date
1-Isabella Muchler	LTS	\$135/day for day 1-20/\$200 per day 21+	11-213-100- 101-000-01- 080	New Hire- LTS for Staff ID # 4952	January 2, 2025- Pending completion of ALL state required paperwork

Board action needed: Yes (Roll Call Required)

(All yes, motion to carry 8-0)

Gina Azzari-Y	Natalie Baker-Y	Marie Barbara-Y
Alfred Beaver-Y	Erin Carroll-Y	Laurie Cecala-Read-Y
Julie Dickson-Y	Tamara McGovern	Kenneth Riley-Y

**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.

- 1- Eileen Healey- SWEA President- Eileen wanted to congratulate the re-elected board members and thank all the board members for continuing to serve and donating all their time to the district.

Dr. Kellogg wanted to echo what Eileen said and thank the board for volunteering their time.

**C. Delegates:**

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

**6. Adjournment**

Recommendation: Beaver/Baker approve the adjournment of meeting.

Board action needed: Yes

Time: 6:24 pm

(All yes, motion to carry 8-0)

**Respectfully submitted,**



**Mr. Korey Jeffries**  
**Board Secretary/SBA**

**Next Meeting(s).**

**January 15, 2025**

**Board/Committee Meetings as scheduled**