

Minutes
December 11, 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 P.M. Meeting Opening

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"/>	Gina Azzari, School Board President	All Committees
<input checked="" type="checkbox"/>	Natalie Baker, School Board Vice President	(Chair) Curriculum, (Chair) Negotiations, Personnel/Finance Committees
<input checked="" type="checkbox"/>	Julie Dickson	(Chair) Operations Committee
	Erin Carroll	Curriculum Committee
	Laurie Cecala-Read	Operations Committee
	Marie Barbara	(Chair) Personnel/Finance Committee, Negotiations
<input checked="" type="checkbox"/>	Tamara McGovern	Curriculum Committee
	Alfred Beaver	Operations Committee
<input checked="" type="checkbox"/>	Kenneth Riley	Personnel/Finance Committees, Negotiations

Quorum 5-4/6:00 pm

C. Flag Salute

D. Adoption of Agenda

Recommendation: Baker/McGovern approve the adoption of the agenda, **as presented.**

Board action needed: Yes
(All yes, motion to carry 5-0)

2. Presentations

Stellar Comet Award is 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- November 2024

1) Walter Hill School

Grade 6

- Grayson Harder
- Shaelyn Stacy

2) Charles G. Harker School

Grade 3

- Annie Abbott
- Maxton Aiken

Grade 4

- Emma Aspenburg
- Omar Thomas

Grade 5

- Tristan Adieyefeh
- Abigail Moshkovich

3) Gov. Charles Stratton School

Grade 1

- Michael Sechrist
- Keaton Colubriale

Grade 2

- Ashton Kelly
- Chase Weisenstein

4) Margaret Clifford School

Preschool

- Savannah Leverich
- Luca Piccioni

Kindergarten

- Vanessa Bobst
- Owen Calloway

B. Recognition of Retirees

- Mrs. Carolynne Sandy
- Mr. Walter Sandy
- Mrs. Julie Steinman

C. 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- The following staff members spoke to honor Carolynne Sandy as she retires from the Swedesboro-Woolwich School District:

- Eileen Mission
- Eileen Healey
- Lucy Casella (Albert Azzari)
- Sieu Nguyen
- Amy Kline
- Wendy Dominik
- Stephanie Shainline
- Gina Azzari- S/W Board President

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:

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-
- ☒ Matters of personal confidentiality rights, including but not limited to, staff and/or student discipline matters, and specifically: HIB
 - ☐ 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: Baker/McGovern approve to enter into **Executive Session** for the purpose of discussing/reviewing items as noted above.
Board action needed: Yes Time: 6:49 pm
(All yes, motion to carry 5-0)

- 2) Recommendation: Baker/McGovern approve to return to **Regular Session**.
Board action needed: Yes Time: 7:29 pm
(All yes, motion to carry 5-0)

Approval of Minutes

Recommendation: McGovern/Dickson approve the regular and executive session minutes dated, **as submitted**.

Riley/Dickson approve to amend the executive session minutes as discussed in executive session.

Board action needed: Yes
(All yes, motion to carry 5-0)
Board action needed: Yes
(All yes, motion to carry 5-0)

3. Communication

A. Superintendent

"A Community dedicated to inspiring life-long learners"

1) Superintendent Updates- [Slideshow](#)

2) Shout Outs!

- Shout out to Brian in the maintenance department! He has been such a welcome addition to our Clifford school.
- Shout out to the Clifford School Teacher of the Year: Mrs. Lori Taylor
- Shout out to the Clifford School Educational Support Professional of the Year: Mrs. Justine Leash
- Congratulations to Harker's Teacher of the Year, Mrs. Ellen Floyd.
- Congratulations to Harker's Educational Services Professional of the Year, Mrs. Stephanie Sparks.
- Shout out to Mrs. Cancila's Science classes for a wonderful job on their element presentations.
- Shout out to Mrs. Sholders and Mrs. Dougherty's class for their adorable, imaginary animal dioramas and Google slides presentations
- Thank you to Mrs. Paccione for using her incredible artistic talent to continue to make Harker beautiful.
- Thank you to Mrs. Kline for continuing to bring smiles to everyone's faces and for making sure Mrs. Sandy had some little puppies to hug and love before she retired.
- Thank you to the Harker family for being the best staff anyone could wish for. I will miss you! ~Carolynne
- "Thank you to Alicia Midure for spearheading our Thon, to our PTO President Tara Bustard and our Hill VP Elaine Luoma for supporting the efforts.
- Also special thanks to Deanna McCourbie, Jamie Mihok, Shannon Stelle, Suzanne Healey, Amy Illiano and Rebecca Coughlan for their support as well."
- Thank you to Marissa Smith for her balloon displays for our Thon Dance

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- Thank you to Mike Forlano for Deejaing our Thon Dance
- "Thank you Janeen Buirch and Pat Titus for organizing and running our Family Steam Days!
- The students and their family members were excited just how far paper airplanes can go when using a launching mechanism."

3) NJSBA Review

- Dr. Kellogg- [Presentation](#)
- Board Members & Joel Brown

4) District Enrollment

- Report, **as submitted**

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

5) Correspondence.

[Thank you](#)- Maria McGinley
[Thank you](#)- Ellen & Caroline Floyd

B. District Administration

1) Administrator's Monthly Board Reports, **as submitted**

[Clifford](#)
[Stratton](#)
[Harker](#)
[Hill](#)
Technology
[Special Services](#)
[Curriculum & Instruction](#)
[Maintenance](#)

C. OPRA Log

Document (s) Requested	Who Requested	Date Received	Date Completed
American Transparency is initiating an OPRA request for the following: An electronic copy of all payment transactions for Swedesboro-Woolwich School District for fiscal year 2023-2024.	Christopher Cattoni, American Transparency	11/15/2024	11/18/2024

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Any report listing a minimum of the Payee Name, Amount and Date of each transaction is acceptable.			
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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- Mrs. Healey addressed the board with a few questions and concerns with items on the agenda:

- Mentioned she appreciated the Slide Show presentation but was waiting for a written response to her questions from last month. She wasn't aware they would be addressed at the next board meeting. Is this how it will be moving forward? *Gina Azzari, board president, said no.*
- Agrees that the 2% tax levy should be increased
- District Academic Coach Job Description Questions
 - Modeling Lessons?
 - Aiding staff by working with students?
 - Classroom support or only monitoring non-tenured staff?
 - The SWEA would hope that the district would hire more teachers/para's rather than create this new position
 - Was the position advertised publicly and were interviews held?
- What is the S/W Treasurer position? Was this advertised publicly and were interviews held? *Dr. Kellogg explained this is not a staff position but service so no need to advertise and interview.*
- Is the survey that was mentioned in the Superintendent Presentation from May 2024? *Dr. Kellogg explained this was a survey from the 1st day back in September.*
- Jen Garcia-Griffin position is going to be advertised as part time, do we really need this position or can it be absorbed? *Dr. Kellogg explained that having this position as a part time position is a huge concession, therefore, to eliminate the position would be a massive concession. Your comments will be taken into consideration.*
- When will the new Harker Principal will be announced and introduced to staff? *Dr. Kellogg explained that, now that Carolynne has returned from vacation, she has a meeting with her on the 12th to go over the transitional plan for the new principal.*

- Additional PD is needed for staff.
Dr. Kellogg mentioned that we have 46 Comet Hour PD's that were offered afterschool for the 2023-2024 school year and currently have 13 PD's offered for this year so are a little above pace from last year.
- To the Board of Ed, the SWEA has many opportunities for you to visit our schools and classrooms. *Dr. Kellogg asked the board to coordinate any visits with the building administration.*

4. Action Items

Personnel/Finance/Negotiations Committee

Personnel & Finance Committee Meeting Report, (Chairperson) Marie Barbara

Negotiations Committee Meeting Report, (Chairperson) Natalie Baker

- ***Personnel Items on the agenda for approval***
- ***District Goals***
- ***Board Meeting Dates***
- ***Retreat Planning***
- ***Annual Financial Report***
- ***Staffing Plans and Rolls***

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	Position/ Cert	Salary	Budget Acct #	Action	Effective Date
1- Staff ID #4912	Teacher	-	-	Medical Leave	On or about March 24, 2025-June 30, 2025
2- Mattson Gray	Maintenance	\$33,000	11-000-261-100-000-01	New Hire	December 12, 2024- Pending completion of ALL state required paperwork
3- Christie McNevin	Paraprofessional	\$27, 146	11-212-100-106-000-01-080	Lane Change to AS Date adjustment	September 1, 2024
4- Cheri Kershner	School Nurse Clinical Internship	-	-	Clinical Internship under the direction of Patty Lynn	Spring 2025/January 21, 2025-May 9, 2025
5- Karin Brown-Bolis	School Nurse Clinical Internship	-	-	Clinical Internship under the direction of Angela Blomquist	Spring 2025/January 21, 2025-May 9, 2025
6- Nora Bridgeford	Student Internship	-	-	Student Internship under the direction of Eileen Healey	Tuesday & Thursday February 4, 2025 April 3, 2025
7- Emma DePalma	Student Internship	-	-	Student Internship under the direction of Eileen Healey	Tuesday & Thursday February 4, 2025 April 3, 2025
8- Ava Lopercolo	Student Internship	-	-	Student Internship under the direction of Amanda Cicchini	Tuesday & Thursday February 4, 2025 April 3, 2025
9- Brooke Seibel	Student Internship	-	-	Student Internship under the direction of	Tuesday & Thursday February 4, 2025 April 3, 2025

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				Amanda Cicchini	
10- Kiya Snyder	Student Internship	-	-	Student Internship under the direction of Chris MacGuigan	Tuesday & Thursday February 4, 2025 April 3, 2025
11- Carli Thompson	Student Internship	-	-	Student Internship under the direction of Chris MacGuigan	Tuesday & Thursday February 4, 2025 April 3, 2025
12- Moral Best	Student Internship	-	-	Student Internship under the direction of Chris MacGuigan	Tuesday & Thursday February 4, 2025 April 3, 2025
13- Lori Savas (TABLED)	District Academic Coach	82,822.96	11-000-221-104-000-01-0X0	District Academic Coach	December 12, 2024
14- Walter Federowicz	Substitute Bus Driver	\$32/hour	11-000-270-515-000-00	New Hire-Substitute Bus Driver	December 12, 2024- pending completion of ALL state required paperwork and CDL License Training

McGovern/Riley motion to table A13

Board action needed: Yes (Roll Call Required)

(All yes, motion to carry 5-0)

Natalie Baker-Y

Julie Dickson-Y

Erin Carroll

Laurie Cecala-Read

Marie Barbara

Tamara McGovern-Y

Alfred Beaver

Kenneth Riley-Y

Gina Azzari-Y

B. Workshops- Recommendation: Baker/McGovern approve the following workshops for the 2024-2025 school year, as listed:

Name	Workshop	Date & Time	Cost	Estimated Travel Cost
1- Joel Brown, Kristin Kellogg	TECHSPO 25	January 29, 2025-January 31, 2025- Atlantic City	\$590/person	\$234.44/person- Lodging
2- Linsley Robinson, Tiffany Sciorillo, Brielle Scott, Kevin Jolly, Alaine Zizzamia	2 nd Annual NJSCA Winer Conference at Rowan	January 10, 2025	\$35/person	N/A
3- Lorraine Campbell	Model Schools Conference	June 21-25, 2025- Washington DC	\$895	\$1076- Lodging

C. Regular, Payroll, Cafeteria & Addendum Bills

Recommendation: Baker/McGovern approve for payment of **December 2024 regular and addendum bills** in the amount of **\$1,231,155.97** and payment of **November 2024** payroll in the amount of **\$1,546,973.78, as submitted.**

- D. Recommendation: Baker/McGovern approve the **Line-Item Transfer** for **November 2024** in the amount of **\$1,884.00, as submitted.**
- E. Recommendation: Baker/McGovern approve the 2024-2025 sick day payment for retiree Mrs. Carolynne Sandy not to exceed 150 days at \$15,000 and 18 vacation days, as per contract.
- F. Recommendation: Baker/McGovern approve Nancy McCabe as the Swedesboro-Woolwich School District Treasurer, at the rate of \$4,999.
- G. Recommendation: Baker/McGovern approve the **2024-2025 School Safety & Security Plan Statement of Assurance, as submitted.**
- H. Recommendation: Baker/McGovern approve the **District 2024-2025 School Safety & Security Plan, as submitted.**
- I. Recommendation: Baker/McGovern approve the **new hourly rates** for ESS based on the state minimum wage increase on January 1, 2025, **as submitted.**
- J. Recommendation: Baker/McGovern after review and discussion, approve to accept the **Annual Comprehensive Financial Report** for the fiscal year ended June 30, 2024, **as submitted.**
- K. Recommendation: Baker/McGovern approve SWEA Nurses to be comped one (1) personal day due to new SWEA Contract.
- L. Recommendation: Baker/McGovern approve the contract between the **Swedesboro-Woolwich School District and ADP** for payroll services for the 2024-2025 school year, **as submitted.**
- M. Recommendation: Baker/McGovern approve the following job descriptions, **as submitted:**
- **District Academic Coach Job Description** (TABLED)
 - **Instructional Facilitator Job Description** (TABLED)
 - **Custodial Job Description**
- McGovern/Riley approve to table District Academic Coach and Instructional Facilitator Job Descriptions.

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Board action needed: Yes (Roll Call Required)

(All yes, motion to carry 5-0)

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

Board action needed: Yes (Roll Call Required)

(Motion to carry A-K & M 5-0; L 3-2)

Natalie Baker-Y	Julie Dickson-Y for A-K & M, No for L	
Erin Carroll	Laurie Cecala-Read	Marie Barbara
Tamara McGovern-Y	Alfred Beaver	
Kenneth Riley-Y	Gina Azzari- Y for A-K & M, No for L	

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

- **Staff Evaluation**
- **Curriculum Pilot**
- **Board Goals**
- **School Calendar**

A. HIB Reports

Recommendation: McGovern/Baker approve **HIB, as submitted.**

B. Recommendation: McGovern/Baker approve Julia Taormina to provide Homebound Instruction for (#1935146618) up to 10 hours per week, at \$38/hour, as per contract.

C. Recommendation: McGovern/Baker approve the revised [2024-2025 School Calendar](#), **as submitted.**

D. Recommendation: McGovern/Baker approve the [District Goals](#) for the 2024-2025 school year, **as submitted.**

E. Recommendation: McGovern/Baker approve the following policy for 2nd Reading, **as submitted.**

- [7231](#) Gifts from Vendors

Board action needed: Yes (Roll Call Required)
(All yes, motion to carry 5-0)

Natalie Baker-Y
Laurie Cecala-Read
Alfred Beaver

Julie Dickson-Y
Marie Barbara
Kenneth Riley-Y

Erin Carroll
Tamara McGovern-Y
Gina Azzari-Y

Operations

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

• Discussed Facility Use

A. Facility Usage Requests

Recommendation: Baker/McGovern 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- Swedesboro-Woolwich Performing Arts	Harker Cafeteria	Saturday 12/14/2024/10am-10pm	Annual Show
2- The Goddard School	Walter Hill MPR	June 19, 2025/2pm-6:30pm	Graduation
3- S/W Little Theater	Stratton- MPR Stage Side	Various Dates & Times	Practice

Board action needed: Yes (Roll Call Required)

(All yes, motion to carry 5-0)

Natalie Baker-Y
Laurie Cecala-Read
Alfred Beaver

Julie Dickson-Y
Marie Barbara
Kenneth Riley-Y

Erin Carroll
Tamara McGovern-Y
Gina Azzari-Y

5. Delegates:

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

6. Adjournment

Recommendation: McGovern/Baker approve the adjournment of meeting.

Board action needed: Yes

Time: 8:34 pm

(All yes, motion to carry 5-0)

Respectfully submitted,



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

Next Meeting(s).

January 2, 2025

Board/Committee Meetings as scheduled