

**Minutes**  
**August 13, 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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**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. Reading of Oaths to Office- Newly Elected Member

- James McCarrie

C. Roll Call

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

Quorum: 7-0/6:05 pm

D. Flag Salute

E. Adoption of Agenda

Recommendation: Beaver/Riley approve the adoption of the agenda, **as presented.**

Board action needed: Yes

(All yes, motion to carry 7-0)

Swedesboro-Woolwich Board of Education

*"A Community dedicated to inspiring life-long learners"*

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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: 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, Interim Superintendent Search
- 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: Dickson/Riley approve to enter into **Executive Session** for the purpose of discussing/reviewing items as noted above.

Board action needed: Yes

Time: 6:00 pm

(All yes, motion to carry 7-0)

- 2) Recommendation: Cecala-Read/Dickson approve to return to **Regular Session**.

Board action needed: Yes

Time: 6:35 pm

(All yes, motion to carry 7-0)

**Approval of Minutes**

Recommendation: Riley/Beaver approve the regular and/or executive session minutes dated **July 30, 2025**, as submitted.

Board action needed: Yes

(Motion to carry 6-0-1- McCarrie abstains)

**2. Communication**

A. Superintendent

*“A Community dedicated to inspiring life-long learners”*

- 1) Superintendent Updates
- 2) Correspondence.
  - [Thank You](#)- Tiffany Willey & Family
- 3) OPRA Log

| Document (s) Requested  | Who Requested | Date Received | Date Completed |
|---|---------------|---------------|----------------|
| Information about each employee as follows:<br><br>Full Name<br>Job Title/Position<br>School<br>Work Email<br>Work Phone Number | CT Mills      | 7/31/2025     | 8/07/2025      |

**Public Comments- AGENDA ITEMS ONLY**

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. 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- Melinda Jacobs- Woolwich

Mrs. Jacobs asked where is the money that was budgeted for the Harker routes in April being allocated?

Mr. Jeffries explained that the money will be used where it is needed. Specifically for personnel and health insurance.

**3. Action Items**

**Personnel/Finance/Negotiations Committee**

**Personnel & Finance Committee Meeting Report, (Chairperson) Ken Riley**

- **Personnel**
- **Voided Checks**
- **Out of District Tuition**
- **Bid Threshold**

**Negotiations Committee Meeting Report, (Chairperson) Natalie Baker**

- **Acting Superintendent Contract**

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

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

| <b>Name</b>            | <b>Position/<br/>Cert</b>    | <b>Salary</b>                               | <b>Budget<br/>Acct #</b> | <b>Action</b>  | <b>Effective Date</b>   |
|------------------------|------------------------------|---|--------------------------|--|---|
| 1- Allison Wood        | Cafeteria Aide               | \$15.49/hour                                | 60-910-310-100-000-00    | SWSD New Hire<br>Cafeteria Aide  | 2025-2026 School Year- pending completion of ALL state required paperwork |
| 2- Nancy Martino       | Substitute<br>Cafeteria Aide | \$15.49/hour                                | 60-910-310-100-000-00    | SWSD New Hire<br>Substitute<br>Cafeteria Aide                                    | 2025-2026 School Year- pending completion of ALL state required paperwork |
| 3- Janelle Jackson     | Cafeteria Aide               | \$15.49/hour                                | 60-910-310-100-000-00    | SWSD New Hire<br>Cafeteria Aide  | 2025-2026 School Year- pending completion of ALL state required paperwork |
| 4- Nicolette Burns     | Cafeteria Aide               | \$15.49/hour                                | 60-910-310-100-000-00    | SWSD New Hire<br>Cafeteria Aide  | 2025-2026 School Year- pending completion of ALL state required paperwork |
| 5- Staff ID# 4612      | Teacher                      | -   | -                        | Medical Leave  | 8/1/2025-9/16/2025  |
| 6- Nina Minardi        | School Nurse                 | -   | -                        | Practicum in<br>School Nursing<br>under the<br>direction of Karin<br>Brown-Bolis | 9/2/2025-12/17/2025   |
| 7- Stephanie Owen      | Teacher                      | -   | -                        | Resignation  | October 5, 2025   |
| 8- Francesca Masciulli | Long Term<br>Substitute      | \$135 for day 1-<br>20<br>\$200 for day 20+ | 11-190-100-320-000-050   | SWSD New Hire<br>Long Term<br>Substitute   | September 2025-March 2026   |

**B. Recommendation:** Cecala-Read/Riley approve the **Board Secretary's Report** in accordance with 18A: 17-36 and 18A: 17-9 for the month of **June 2025**. 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 [Treasurer Report](#) in accordance with 18A:17-36 and 18A:17-9 for the month of **June 2025**. The Treasurer Report and Board Secretary’s Report are in agreement for the month of **June 2025**.

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.

C. [Regular, Payroll, Cafeteria & Addendum Bills](#)

Recommendation: Cecala-Read/Riley approve for payment of [August 2025](#) regular and addendum bills in the amount of **\$777,301.99** and payment of **July 2025** payroll in the amount of **\$279,661.04, as submitted**.

D. Recommendation: Cecala-Read/Riley approve the [Line-Item Transfer](#) for **July 2025, as submitted**.

E. Recommendation: Be it resolved that Cecala-Read/Riley approves the attached request to [void prior year checks](#), **as submitted**.

F. Recommendation: Cecala-Read/Riley approve the following tuition rates for the 2025-2026 school year, as listed:

- K \$16,928
- 1<sup>st</sup>-5<sup>th</sup> \$17,977
- 6<sup>th</sup> \$17,936
- PreK Disability (PT) \$18,657

G. Recommendation: Cecala-Read/Riley approve the Resolution to Increase the Bid Threshold

WHEREAS, the State Treasurer, in consultation with the Governor and pursuant to N.J.S.A. 52:34-7 and N.J.S.A. 18A:18A-3 (b) has increased the bid threshold amount for school districts whose School Business Administrator/Board Secretary

does not possess a Qualified Purchasing Agent Certificate, from \$32,000, to \$39,000, effective July 1, 2025;

WHEREAS, the Swedesboro-Woolwich School District would like to take advantage of the maximum statutory bid threshold amount of \$39,000;

NOW, THEREFORE BE IT RESOLVED that the Swedesboro-Woolwich School District, pursuant to N.J.S.A. 18A:18A-3 (a), establishes and sets the bid threshold amount of \$39,000 for the school district, and further authorizes the School Business Administrator/Board Secretary, to award contracts, in full accordance with N.J.S.A. 18A:18A-3 (a), for those purchases that do not exceed in the aggregate of the newly established bid threshold amount.

Furthermore, for contracts in the aggregate that are less than the bid threshold but fifteen (15%) or more of the amount, the School Business Administrator/Board Secretary shall award contracts after soliciting at least two competitive quotations.

The School Business Administrator/Board Secretary, pursuant to N.J.S.A. 18A:18A-37 (c), is authorized to award contracts that are in the aggregate less than fifteen (15%) percent of the bid threshold without soliciting competitive quotations.

Board action needed: Yes (Roll Call Required)

(Motion carries, 7-0 for A-C, E-G; 6-0-1 for D- Dickson abstained)

Natalie Baker-Y

Erin Carroll-Y

Laurie Cecala-Read-Y

Alfred Beaver-Y

Kenneth Riley-Y

James McCarrie-Y

Gina Azzari

Julie Dickson - Abstain from D- Yes for the rest

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

- **Code of Conduct**
  - **Professional Development Plan**
  - **Policy 0145**
  -
- A. **Recommendation**: Beaver/Cecala-Read approve the following Code of Conduct of the 2025-2026 school year, **as submitted**:
- [Clifford & Stratton](#)
  - [Harker](#)
  - [Hill](#)
- B. **Recommendation**: Beaver/Cecala-Read approve the following Handbooks for the 2025-2026 school year, **as submitted**:
- [Gifted & Talented](#)
  - [Mentoring](#)
  - [RTI for Staff](#)
  - [RTI for Families](#)
- C. **Recommendation**: Beaver/Cecala-Read approve the following Job Descriptions, **as submitted**:
- [I&RS Chair](#)
  - [I&RS Member](#)
- D. **Recommendation**: Beaver/Cecala-Read approve the following [Curriculum](#) for the 2025-2026 school year, **as submitted**.
- E. **Recommendation**: Beaver/Cecala-Read approve 2 hours of professional learning services to be held virtually with Discovery Education: Mystery Science on September 3, 2025 for \$1,500 to be paid with ESEA funds.
- F. **Recommendation**: Beaver/Cecala-Read approve the [2025-2026 District Professional Development Plan](#), **as submitted**:
- G. **Recommendation**: Beaver/Cecala-Read approve the [ACCESS Scores](#) for the ELL's Presentation, **as submitted**.
- H. **Recommendation**: Beaver/Cecala-Read approve the Marzano Framework as the Teacher Evaluation Tool and the Administrator Evaluation Tool for the 2025-2026 school year.

I. Recommendation: Beaver/Cecala-Read approve Bayada to provide 1:1 nursing for Out of District Student (#7181905175).

J. Recommendation: Beaver/Cecala-Read approve the following policies for 1<sup>st</sup> Reading, as submitted:

- [0145](#)      **Board Member Resignation and Removal**

Board action needed: Yes (Roll Call Required)

(Motion carries, 7-0 for A-H, J; 6-0-1 for I- Dickson abstains)

Natalie Baker-Y

Erin Carroll-Y

Laurie Cecala-Read-Y

Alfred Beaver-Y

Kenneth Riley-Y

James McCarrie-Y

Gina Azzari

Julie Dickson- Abstain from I- yes for the rest

**Operations**

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

• **Use of Facility**

A. Facility Usage Requests

Recommendation: Beaver/Riley 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- SWLL  | Harker Fields 1 & 2 | September 2025-November 2025/5-8 pm               | Practice/Games            |
| 2- Boys & Girls Cub Scouts of America/Swedesboro Troop 13/BSA Cub Scouts | Harker Cafeteria    | Periodically throughout the 2025-2026 school year | Meetings & Special Events |
| 3- HeadSTRONG  | Harker Fields       | September 2025-November 2025                      | Lacrosse Practice/Games   |

B. Recommendation: Beaver/Riley approve the [renewal for bus leasing](#) for the 2025-2026 school year at a rate of \$2,587.18/month, for a total contract cost of \$62,092.32, **as submitted.**

C. Recommendation: Beaver/Riley approve the following Transportation Jointures between Kingsway Regional School District and the Swedesboro-Woolwich School District, **as submitted:**

- [ESY](#)
- [2025-2026 School Year](#)

D. Recommendation: Beaver/Riley approve the submission of the Water Infrastructure Improvement Grant Application. The School District will utilize funds from its Maintenance Reserve if estimated costs exceed the grant allowance.

Board action needed: Yes (Roll Call Required)

(All yes, motion to carry 7-0)

Natalie Baker-Y

Julie Dickson-Y

Erin Carroll-Y

Laurie Cecala-Read-Y

Alfred Beaver-Y

Kenneth Riley-Y

James McCarrie-Y

Gina Azzari

---

**Public Comments- AGENDA ITEMS AND NON-AGENDA ITEMS**

Any person interested in making comments on any agenda item or other school district related topic is requested to give their name and address. 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 e-mail. If your questions or comments pertain to litigation, student or personnel matters, the Board asks that you see the Superintendent after the Meeting since the Board does not, pursuant to the Open Public Meetings Act, discuss or respond to these items in public. This portion will end at the conclusion of the public comments.

1- Eileen Healey- SWEA President

- Congratulations to our new board member Mr. Carrie
- AD Hock Committee Stipend Meeting
- Summer PD- can we have the available positions as a first come first serve basis

2- Melinda Jacobs- Woolwich Twp

- Thank you to Dr. Kellogg for forwarding the letter from the police chief that addresses some of the safety issues with the non-transport students at Harker.
- 2 Crossing Guards have been placed at the circles
- Asking for a crossing guard or sign at Balsam and Weston to help direct children to the school
- Asking the board to reinstate busing

**Delegates:**

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

**6. Adjournment**

Recommendation: Beaver/Cecala-Read approve the adjournment of meeting.

Board action needed: Yes

Time: 7:02 pm

(All yes, motion to carry 7-0)

Respectfully submitted,



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

**Next Meeting(s)**

**September 24, 2025**

**Board/Committee Meetings as scheduled**

