Minutes
November 15, 2017
Swedesboro-Woolwich Board of Education
Gov. Charles Stratton School
15 Fredrick Boulevard
Woolwich Township, NJ 08085
6:00 Executive Session
6:30 Regular Session

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

<table>
<thead>
<tr>
<th>Name</th>
<th>Committee</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mr. Craig Frederick</td>
<td>All Committees</td>
</tr>
<tr>
<td>Mrs. Jaclyn Dopke</td>
<td>Operations, Personnel/Finance</td>
</tr>
<tr>
<td>Mr. Tom Ryan</td>
<td>(Chair) Personnel/Finance Committee</td>
</tr>
<tr>
<td>Mrs. Rosella Musumeci</td>
<td>Operations Committee</td>
</tr>
<tr>
<td>Mr. Joseph Palma</td>
<td>(Chair) Operations Committee</td>
</tr>
<tr>
<td>Mrs. Brenda Caltabiano</td>
<td>Curriculum Committee</td>
</tr>
<tr>
<td>Mrs. Natalie Matthias</td>
<td>(Chair) Curriculum Committee</td>
</tr>
<tr>
<td>Mr. Kevin Heffernan</td>
<td>Personnel/Finance Committee</td>
</tr>
<tr>
<td>Mrs. Michelle VanDiehl</td>
<td>Curriculum Committee</td>
</tr>
</tbody>
</table>

Quorum: 8-1/6:02 p.m.

**Other’s Present**

Dr. Kristin O’Neil, Superintendent of Schools
Mr. Christopher DeStratis, School Business Administrator, School Board Secretary
Mr. Joel Brown, Chief Information Officer
Ms. Christina Panebianco, Assistant School Board Secretary
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, Suspension

☐ 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 Agenda Items, SWEA Grievance

☐ 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:** Dopke/VanDiehl approve to enter into Executive Session for the purpose of discussing/reviewing items as noted above.
   
   **Board action needed:** Yes
   **Time:** 6:03 p.m.
   (All yes, motion to carry: 8-0)

2) **Recommendation:** Palma/Michelle approve to return to Regular Session.
   
   **Board action needed:** Yes
   **Time:** 6:30 p.m.
   (All yes, motion to carry 8-0)

C. Flag Salute

D. Adoption of Agenda
   
   **Recommendation:** Dopke/Musumeci approve the adoption of the agenda, as presented.
   
   **Board action needed:** Yes
   (All yes, motion to carry: 8-0)

E. Approval of Minutes
   
   **Recommendation:** Matthias/Dopke approve the regular and executive session, as amended, minutes dated **October 11, 2017, as submitted.**
   
   **Board action needed:** Yes
   (All yes, motion to carry 8-0)

F. **Recommendation:** Dopke/VanDiehl approve the **NJ Quality Single Accountability Continuum (NJQSAC) Statement of Assurance** and the **District Performance Review’s (DPR’s)** for the 2017-2018 school year, as submitted.
   
   (All yes, motion to carry: 8-0)

   *Board member questioned the 72% instructional rating. Dr. O’Neil explained that the numbers remain at 0 until the state reports them. Dr. O’Neil will email the report to the board members. They will be in our schools in January for tours and will be looking at our Curriculum and other documentation that we have to supply to support our own ratings.*

2. **Presentations**
   
   A. Stellar Comet of the Month- **October 2017**
      
      1) **Walter Hill School**
         
         Grade 6
         
         - Devyn Kershner
         - Noelle Flail
         - Ian Monteith
2) **Charles G. Harker School**  
   Grade 3  
   - Misha Ilagan  
   - Kevin Magsam  
   Grade 4  
   - Paramveer Rayat  
   - Ashley Vossenberg  
   Grade 5  
   - Olive Collins  
   - AJ Beaver  

3) **Gov. Charles Stratton School**  
   Grade 1  
   - Addison Dena  
   - Lake Moulder  
   Grade 2  
   - Kennedy Pekula  
   - Brayden Bell  

4) **Margaret Clifford School**  
   Kindergarten  
   - Dominic Modarelli  
   - Claire Logan  
   - Dilan Welch  
   - Ella Leap  

**Public Comments/Visitors - None to report**

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. If a large group of people are present to speak, the presiding Board Officer may, at his/her discretion, limit the number of people allowed to speak.

Any person who wishes to speak is requested to give their name, address, and group affiliation, if any, at the beginning of their comments. The Board requests that each group that wishes to be heard choose one representative to speak on its behalf. 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 meeting will move into regular agenda items at the conclusion of the public comments or at :-- pm whichever occurs first.

3. Communication

A. Superintendent Notes

1. Congratulations to Jenna Gross – Acme Teacher of the Month
2. NJASA mention - congratulations to the staff
3. Boosterton - change to next spring (end of May)
4. Chris and I met with Super and BA of East Greenwich to review their solar project and gather more information
5. Happy Education Support Professional Day: secretaries, paraprofessionals, maintenance workers, cafeteria bus drivers, cafeteria workers

Thank you to everyone –

Nutri-Serve Staff:
Gina D’Adamo
    Heather McCullough - Hill mgr.
    Donna Strickland
    Maribel Vazquez
    Carmen Tirado - Clifford mgr.
    Kim Johnson

Today is the perfect day to recognize our National Education Support Professionals today. It was one of those days that just shows how we couldn't do it without everyone working together as a team.

"The National Education Support Professionals Day honors all secretaries, classroom aides, cafeteria workers, maintenance workers, bus drivers and the others that help and do their part in making public schools great for every child so that they can be safe, learn, grow and achieve."

During a Clifford School evacuation today, everyone (secretaries, cafeteria workers, maintenance staff, administrators, teachers, paraprofessionals, our transportation department, Technology Dept., etc.) jumped in to help out. Nutriserve on a moment's notice managed to feed an entire building of students in an alternate location. Hill teachers stopped down during prep periods to ask if we needed any additional
support. Every administrator in the district was present to assist in the organization. The maintenance staff worked with the police department and emergency responders to resolve the issue. (Which it was thanks to them!) Technology ensured that the proper communication was disseminated and ensured that our staff had the necessary technology for sign-ins and sign-outs at our remote location. Secretaries were contacting and tracking down government agencies for reporting and other staff from even remote locations, assisted with parent greetings, sign outs, lunch organization, cafeteria aides helped to brainstorm very successful solutions to balance feeding two full buildings at once, and the list for all that everyone did can go on and on and on and on.

Over 300 students crossed streets with the assistance of our all of our staff (aka “temporary crossing guards”).

So there is no better day to recognize all of our National Education Support Professionals than today. Every single person who works with our children in every capacity makes such a positive impact on our school community. We couldn’t do it without you so thank you to each of you. Know that you make a significance difference in the lives of every child.

1) Superintendent Updates
   a) Board & District Goals

2) District Enrollment
   a) Report, as submitted

   Clifford
   Stratton
   Harker
   Hill

Board member asked if the 4 Harker suspensions are unusual or on par from last year?
Dr. O’Neil explained that yes, for the entire year but for early in the school year no. There are other circumstances surrounding these suspensions. Each one was handled appropriately. Constantly monitoring.

3) Correspondence.

4) OPRA Log

<table>
<thead>
<tr>
<th>Document (s) Requested</th>
<th>Who Requested</th>
<th>Date Received</th>
<th>Date Completed</th>
<th>Hours to complete</th>
</tr>
</thead>
<tbody>
<tr>
<td>1- Current CBA for teaching</td>
<td>Francine Viden (Capehart</td>
<td>10/16/2017</td>
<td>10/17/2017</td>
<td>.10 hr</td>
</tr>
<tr>
<td>staff</td>
<td>Scatchard)</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
B. District Administration

1) Administrator’s Monthly Board Reports, as submitted

Clifford Stratton
Harker Hill
Technology
Special Services
Curriculum & Instruction

4. Action Items

Personnel/Finance/Negotiations Committee
Committee Meeting Report, as presented

- Travel reimbursements
- Annual audit is being wrapped up. So far a fairly clean report.

A. Dopke/Palma approve the following Personnel items, as listed:

<table>
<thead>
<tr>
<th>NAME</th>
<th>SCHOOL</th>
<th>POSITION/ CERT</th>
<th>SALARY</th>
<th>BUDGET ACCT #</th>
<th>ACTION</th>
<th>EFFECTIVE DATE</th>
</tr>
</thead>
<tbody>
<tr>
<td>A.1- Ms. Tyla Cielsinki</td>
<td>Stratton</td>
<td>LTS – CEAS Elementary K-5</td>
<td>$88.00/day first 9 days $175 from day 10</td>
<td>11-120-100-101-000-00</td>
<td>New Hire-Long Term Sub for Ms. Nair</td>
<td>October 19, 2017 through on or about March 9, 2018</td>
</tr>
<tr>
<td>A.2- Ms. Christine Adamucci</td>
<td>District</td>
<td>Substitute Secretary</td>
<td>$11.00/hr</td>
<td>11-000-240-105-000-00</td>
<td>New Hire-Substitute Secretary</td>
<td>November 16, 2017</td>
</tr>
<tr>
<td>A.3- Ms. Candice Kennedy</td>
<td>Hill</td>
<td>Teacher</td>
<td>-</td>
<td>-</td>
<td>Requesting unpaid time</td>
<td>October 26, 2017 &amp; October 27, 2017</td>
</tr>
<tr>
<td>A.4- Mr. Thomas Maguire</td>
<td>District</td>
<td>Maintenance</td>
<td>$30,000</td>
<td>11-000-262-100-000-00</td>
<td>Salary adjustment for completion of Black Seal Certification</td>
<td>November 1, 2017</td>
</tr>
<tr>
<td>A.5- Mr. DelShawn Wright</td>
<td>District</td>
<td>Maintenance</td>
<td>$30,000</td>
<td>11-000-261-100-000-00</td>
<td>Salary adjustment for completion of Black Seal Certification</td>
<td>November 1, 2017</td>
</tr>
<tr>
<td>A.6- Mr. Dana Teague</td>
<td>District</td>
<td>Instructional Facilitator</td>
<td>MA+30 $82,000</td>
<td>11-000-221-102-000-00</td>
<td>Salary Adjustment</td>
<td>November 16, 2017</td>
</tr>
<tr>
<td>A.7- Ms. Jennifer Cardamone</td>
<td>Stratton</td>
<td>Cafeteria Aide</td>
<td>$11.00/hr</td>
<td>11-000-262-107-000-00</td>
<td>Changing from</td>
<td>October 25, 2017</td>
</tr>
</tbody>
</table>
### Substitute café aide to full time café aide

| A.8 | Ms. Lauren Denham | Harker | Internship/Student Teaching Placement | - | - | Student Teacher placed with Ms. Kelly Fox | Spring 2018 |
| A.9 | Ms. Johna Valera | Harker | Internship/Student Teaching Placement | - | - | Student Teacher placed with Silvia Cancila | Spring 2018 |
| A.10 | Ms. Elizabeth Wyckoff | Harker | Internship/Student Teaching Placement | - | - | Student Teacher placed with Rachel Ogbin | Spring 2018 |
| A.11 | Ms. Chelsea Westerman | Stratton | Speech/Language Therapist Internship | - | - | Student Speech/Language Therapist with Amy Hay | Spring 2017/Winter 2018 |

### B. Dopke/Palma approve the following workshops, as listed:

<table>
<thead>
<tr>
<th>Staff Member</th>
<th>Workshop</th>
<th>Date &amp; Time</th>
<th>Cost</th>
<th>Estimated Travel Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>B.1</td>
<td>Mr. Stanley Coleman &amp; Mrs. Gina Azzari</td>
<td>NJ Council for Social Studies</td>
<td>October 23, 2017</td>
<td>$80.00/person</td>
</tr>
<tr>
<td>B.2</td>
<td>Ms. Jocelyn Scott (non-member) &amp; Ms. Amanda Brady (member)</td>
<td>NJ Association of School Psychologist</td>
<td>December 8, 2017</td>
<td>$175.00</td>
</tr>
<tr>
<td>B.3</td>
<td>Ms. Jessica Deopp</td>
<td>New Teacher Topic: Surviving &amp; Thriving in First Position</td>
<td>September 15, 2017</td>
<td>$169.00</td>
</tr>
<tr>
<td>B.4</td>
<td>Dr. Scott Hogan</td>
<td>NJASA Techspo 2018</td>
<td>January 25-26, 2018</td>
<td>$425.00</td>
</tr>
<tr>
<td>B.5</td>
<td>Ms. Justine Leash</td>
<td>Is it Sensory or Behavior</td>
<td>November 17, 2017</td>
<td>$209.99</td>
</tr>
<tr>
<td>B.6</td>
<td>Ms. Denise Barr</td>
<td>An Evening with Dr. Temple Grandin</td>
<td>November 2, 2017</td>
<td>$60.00</td>
</tr>
<tr>
<td>B.7</td>
<td>Ms. Daria Roat</td>
<td>PEOSH/NJ ADP 2017-2018 Indoor Air Quality Training</td>
<td>March 2, 2018</td>
<td>$0.00</td>
</tr>
<tr>
<td>B.8</td>
<td>Ms. Patrice Hoffman</td>
<td>Art Therapy- Creative Art Interventions for Challenging Children who Act Out, Melt Down,</td>
<td>December 7, 2017</td>
<td>$199.00</td>
</tr>
</tbody>
</table>
### Board of Education Minutes

#### November 15, 2017

**Swedesboro-Woolwich Board of Education**

| B.9- Ms. Cheryl Serpiello & Ms Denise Squibb | Best Practices in Co Teaching Strategies to help your students. | January 8, 2018 | $249.00/person | $0 |

C. **Recommendation:** Dopke/Palma approve the Board Secretary’s Report in accordance with 18A:17-36 and 18A:17-9 for the month of **September 2017.**

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 **September 2017.** The Reconciliation Report and Board Secretary’s Report are in agreement for the month of **September 2017.**

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.

D. **Regular, Payroll, Cafeteria & Addendum Bills**

**Recommendation:** Dopke/Palma approve payment payment of **November 2017** regular and addendum bills in the amount of **$1,037,454.63** and **October 2017** payroll in the amount of **$1,240,167.04**, **as submitted.**

E. **Recommendation:** Dopke/Palma approve the **Line Item Transfer** for **September 2017** in the amount of **$18,350.00**, **as submitted.**

F. **Recommendation:** Dopke/Palma approve Silvia Cancila, Michele Garcia and Rhonda Hilbert to submit a proposal for a GASCAP grant up to **$500.00,** for the Harker School.

G. **Recommendation:** Dopke/Palma approve to accept donations of supplies and support for the 2017-2018 school year from Sorbello Farms for Harker’s Greenhouse Project as part of the Comet Cohorts and for 5th grade Gifted and Talented program.
H. **Recommendation**: Dopke/Palma approve to accept the donation of a fence and gate from Atco Fence Company, for the Harker School.

*Board member questioned the 2 donations from 2 different companies for the fences at Harker.*

*Dr. O’Neil explained that we were very lucky and we had teachers reach out for donations and we were able to get 2. One is vinyl fence and one is a white picket fence. They will be placed in 2 different locations at the Harker School. One will be for the pond and the other will most likely go around the greenhouse area.*

I. **Recommendation**: Dopke/Palma approve the following Resolution for Food Services Management Procurement Methods.

**Resolution**

**Cost Reimbursement for Food Service Management Services works best for Swedesboro-Woolwich School District**

*Whereas*, the Department of Agriculture sent a notice on June 14, 2017 to New Jersey school districts participating in the National School Lunch program announcing a significant change in the procurement protocol for the contracting of food service management companies that operate breakfast and lunch programs for New Jersey public schools, and

*Whereas*, this new procurement protocol would change the fundamental basis for awarding food service management contracts from a “Cost Reimbursement Basis” to a “Fixed Price Basis” for contract awards, and

*Whereas*, the Swedesboro-Woolwich Board of Education has engaged staff and the community year after year to provide a local food service program that addresses and meets the needs of our children, and

*Whereas*, the Swedesboro-Woolwich Board of Education credits the current “Cost Reimbursement” procurement method as the reason why the local school district can design a food service program that has the flexibility of meeting the needs of its children, and

*Whereas*, the Swedesboro-Woolwich Board of Education declares that the “Fixed Price” procurement system would dramatically reduce the school district’s ability to change or alter its food service operations without the need to rebid for food service management services, and

*Whereas*, the Swedesboro-Woolwich Board of Education further declares that the “Fixed Price” procurement method would impact the quality of the meals served to its children and therefore impact the participation of children in our lunch program, and
Whereas, the Swedesboro-Woolwich Board of Education further declares that the "Fixed Price" procurement method may limit the number of competitive proposals received by boards of education, and

Whereas, the Swedesboro-Woolwich Board of Education rejects the Department of Agriculture’s underlying reasons for making this change without giving NJ School Districts the opportunity to address their concerns in an attempt to keep this procurement method in place, and

Whereas, the Swedesboro-Woolwich Board of Education prefers an optional procurement system for securing Food Service Management Companies whereby the district could choose either Cost Reimbursement” or “Fixed Price” as the basis for contract awards.

Now Therefore be it Resolved, that the Swedesboro-Woolwich Board of Education hereby requests the Department of Agriculture to reconsider its plans to move the basis of awarding Food Service Management contracts to a “Fixed Price” basis and allow the option of continuing to use a “Cost Reimbursement procurement model; or in the alternative, a “Fixed Price” procurement method, and

Be It Further Resolved that, copies of this resolution shall be forward to:

New Jersey Association of School Business Officials
New Jersey Secretary of Agriculture (369 S Warren St, Trenton, NJ 08608)
Local Legislators
NJ School Boards, NJ School Superintendents, NJ Principals and Supervisors, NJ PTA

Board member asked if Mr. DeStratis could expand upon this recommendation. Mr. DeStratis explained that via a federal audit of the food service management company contracts, they found some errors in districts with executing those contracts. The State Department of Agriculture imposed to districts that they can only do a fixed price for the contracts which federal is saying is the way to avoid the issues that were coming up. This resolution is a position statement asking the Department of Agriculture to reconsider the ruling so we are not forced to a fixed price. This resolution is to allow us to have the option.

J. Recommendation: Dopke/Palma approve Silvia Cancila to submit a proposal for a NCTM’s Improving Students’ Understanding of Geometry grant in the amount of $3,500, at the Harker School.

K. Recommendation: Dopke/Palma approve Caroline Schooley to submit a proposal for FCHS, Rutgers Cooperative Extension and FoodCorps mini grant for an
extension of the greenhouse project. (not monetary, just supplies), at the Harker School.

L. **Recommendation:** Dopke/Palma approve to continue Harker School’s partnership with FURever as Friends in the amount of $325 for the 2017-2018 school year.

M. **Recommendation:** Dopke/Palma approve the ESEA Salaries for the 2017-2018 school year for the following staff members, **as listed.**

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<table>
<thead>
<tr>
<th>Location</th>
<th>Account</th>
<th>Name</th>
<th>Salary</th>
<th>Local $</th>
<th>ESEA $</th>
<th>ESEA %</th>
</tr>
</thead>
<tbody>
<tr>
<td>Clifford</td>
<td>20-234-100-100-000-00-070</td>
<td>Lisa Masciangelo</td>
<td>26,291</td>
<td>19,956</td>
<td>6,335</td>
<td>24.10%</td>
</tr>
<tr>
<td>Clifford</td>
<td>20-234-100-100-000-00-070</td>
<td>Kathy Beaver</td>
<td>33,291</td>
<td>26,956</td>
<td>6,335</td>
<td>19.03%</td>
</tr>
<tr>
<td>Stratton</td>
<td>20-234-100-100-000-00-050</td>
<td>JoAnn Ragen</td>
<td>77,761</td>
<td>60,152</td>
<td>17,609</td>
<td>22.65%</td>
</tr>
<tr>
<td>Stratton</td>
<td>20-234-100-100-000-00-050</td>
<td>Sheena Snitcher</td>
<td>64,482</td>
<td>46,873</td>
<td>17,609</td>
<td>27.31%</td>
</tr>
<tr>
<td>Harker</td>
<td>20-234-100-100-000-00-080</td>
<td>Michele Garcia</td>
<td>72,782</td>
<td>50,742</td>
<td>22,040</td>
<td>30.28%</td>
</tr>
<tr>
<td>Harker</td>
<td>20-234-100-100-000-00-080</td>
<td>Cheryl Serpiello</td>
<td>61,582</td>
<td>39,542</td>
<td>22,040</td>
<td>35.79%</td>
</tr>
</tbody>
</table>

**Totals** 336,189 224,221 91,968
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N. **Recommendation:** Dopke/Palma approve to accept the donation and installation of a fence and gate from On Point Construction, at the Harker School.

**Board action needed:** Yes (Roll Call Required)
(Motion to carry A, C-L & N all yes; B all yes except B.9 Frederick abstained; M 8-0-1 Frederick abstained)

Mrs. Jaclyn Dopke-Y  Mrs. Rosella Musumeci-Y  Mrs. Natalie Matthias-Y
Mr. Joseph Palma-Y   Mr. Kevin Heffernan     Mrs. Michelle VanDiehl-Y
Mr. Tom Ryan-Y      Mrs. Brenda Caltabiano-Y  
Mr. Craig Frederick
(A, C-L & N yes; B all yes except B.9 abstained; M abstained)

**Curriculum, Policy, Community Relations Committee**

*Committee Meeting Report, as presented*

- New superintendent evaluation- the board will have a choice to use either the new model or existing model. This should be online shortly for the board to review.
• DLM and Access testing will be added for testing. More info to come
  • Advanced math rubric/policy

A. HIB Reports
  Recommendation: VanDiehl/Dopke approve HIB for November 2017, as submitted.

B. Recommendation: VanDiehl/Dopke approve Ms. Andrea Bronzina-Dahlburg to provide support for (#8259587163) with 5th grade drama club per IEP, per contract

C. Recommendation: VanDiehl/Dopke approve Ms. Lauren Denham to provide support for (5143677818) with Mad Science Club per IEP, per contract.

D. Recommendation: VanDiehl/Dopke approve Teacher of the Deaf Consultation for (13633934) per IEP, in the amount of $224.00, as submitted.

E. Recommendation: VanDiehl/Dopke approve the annual agreement between the Swedesboro-Woolwich School District and Brookfield Educational Services to provide Hospital-Based instruction at contracted rate, as submitted.

F. Recommendation: VanDiehl/Dopke approve the transportation of 5 Wilson teachers and 5 children to New Grange for Wilson Training on November 17, 2017, in the amount of $300.00, pending bid.

Board member questioned why the children will be participating in the Wilson training.

Dr. O’Neil explained that part of the training process is actually a demo. They bring the student up and it’s part of the observation process. It’s the student that they have been working one on one with during the year.

Board action needed: Yes (Roll Call Required)
(All yes, motion to carry: 8-0)

Mrs. Jaclyn Dopke-Y  Mrs. Rosella Musumeci-Y  Mrs. Natalie Matthias-Y
Mr. Joseph Palma-Y    Mr. Kevin Heffernan   Mrs. Michelle VanDiehl-Y
Mr. Tom Ryan-Y       Mrs. Brenda Caltabiano-Y Mr. Craig Frederick-Y

Operations
Buildings and Grounds, Long Range Plans, Technology, Transportation
Committee Meeting Report, as presented
• Local government energy audit- they look at our energy usage and point out things that are working right and point out things that could be adjusted
• Utility account audit- go through bills and see if there is anywhere to save money
• Numbering system- have met with Kingsway. The numbering system they use starts at the main door and goes clockwise around the building. To be consistent for the police that is the format the board will recommend.
  • Cooling tower- started last week.
  • Annual maintenance plan was updated.

A. Facility Usage Requests
Recommendation: Dopke/Musumeci approve Facility Usage Requests for the 2017-2018 school year, as listed.
(Supplement to submission of Insurance Certificate, and 501 documentation, and no conflict with school district activities)

<table>
<thead>
<tr>
<th>Organization</th>
<th>School/Location</th>
<th>Date &amp; Time</th>
<th>Activity</th>
</tr>
</thead>
<tbody>
<tr>
<td>A.1- Rebel's Basketball</td>
<td>Harker Gym</td>
<td>Thursday Evenings from 8:00 pm-9:30 pm/ November 2017- May 2018</td>
<td>Basketball practices and games</td>
</tr>
<tr>
<td>A.2- Kingsway Knights</td>
<td>Harker Gym</td>
<td>Thursday evenings from 7-8 pm/ Harker School &amp; Hill if becomes available</td>
<td>Baseball strength and conditioning</td>
</tr>
<tr>
<td>A.3- Kingsway Knights</td>
<td>Harker Ball Field</td>
<td>March through June 1 field 2 times a week</td>
<td>Practice</td>
</tr>
</tbody>
</table>
| A.4- Swedesboro-Woolwich Little League | Harker Gym | March 10th Gym  
March 11th Field | Player Evaluations |
| A.5- Swedesboro-Woolwich Little League | Hill          | April 17 & 18, 2018   | Team Pictures |
| A.6- Swedesboro-Woolwich Little League | Stratton Lobby   | Various Dates- pending availability               | Registration |
| A.7- Swedesboro-Woolwich Little League | Clifford Parking Lot | April 7, 2018 | Opening day parade staging area |
| A.8- Parks and Rec       | Stratton gym-stage side | December 2, 2017 4-6 pm | Staging area for parade |

B. Recommendation: Dopke/Musumeci approve the Bus Evacuation reports, as submitted:
  • Clifford
  • Stratton
C. **Recommendation:** Dopke/Musumeci approve the Disposal of Property for the following schools, as submitted:
   - Harker
   - Hill

D. **Recommendation:** Dopke/Musumeci approve the Comprehensive Maintenance Plan for the Swedesboro-Woolwich School District for the 2017-2018 school year, as submitted.

Board action needed: Yes (Roll Call Required)
(Motion to carry: all yes except A.2 & A.3 Frederick abstained & A.8-VanDiehl abstained)
Mrs. Jaclyn Dopke-Y  Mrs. Rosella Musumeci-Y  Mrs. Natalie Matthias-Y
Mr. Joseph Palma-Y  Mr. Kevin Heffernan
Mr. Tom Ryan-Y  Mrs. Brenda Caltabiano-Y
Mr. Craig Frederick-
(All yes except A.2 &A.3 abstained)
Mrs. Michelle VanDiehl
(All yes except A.8 abstained)

5. **Old Business**

**Public Comments/Visitors - None to report.**
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 or after 30 minutes whichever comes first.

**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, Suspension
- 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 Agenda Items, SWEA Grievance
- 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 60 minutes. The Board will return to open session to conduct business at the conclusion of the executive session.

Recommendation: VanDiehl/Palma approve to enter into Executive Session for the purpose of discussing/reviewing items as noted above.
Board action needed: Yes Time: 7:07 p.m.
(All yes, motion to carry: 8-0)

Recommendation: Dopke/VanDiehl approve to return to Regular Session.
Board action needed: Yes Time: 8:11 p.m.
(All yes, motion to carry: 8-0)

Delegates:
- NJSBA – Mr. Craig Frederick
b. GCSBA – Mrs. Jaclyn Dopke

6. Adjournment

Recommendation: Musumeci/Palma approve the adjournment of meeting.
Board action needed: Yes
(All yes, motion to carry: 8-0)

Time: 8:12 p.m.

Respectfully submitted,

Mr. Christopher DeStratis
Board Secretary/SBA

Next Meeting(s).
December 6, 2017
Board/Committee Meetings as scheduled