

**BOARD OF EDUCATION  
RUNNEMEDE PUBLIC SCHOOL DISTRICT**

Mary Volz School Library  
October 18, 2016  
7:00 p.m. Regular Meeting

Minutes

Mission Statement

The mission of the Runnemede Public Schools is to provide a successful educational experience for all children. To this end, we expect all students to achieve the New Jersey Core Curriculum Content Standards (NJCCCS) at all grade levels and we will ensure the following:

- Demonstrably effective instructional programs that are aligned with the NJCCCS
- A safe, clean and healthy learning environment
- A motivated, committed, skilled staff who are highly qualified in their content areas
- Collaboration between school, parents and community
- Managerial and fiscal accountability

**I. Call Meeting to Order** – The meeting was called to order by President Spaulding at 7:01 pm. Sunshine Law: The Runnemede Board of Education Meeting is called to order. The Board of Education is in compliance with Chapter 231 of the Public Laws of 1975, entitled the “Open Public Meetings Act”. The time, date and location of this meeting was appropriately advertised by notifying the Retrospect, as well as posting notices in the Borough Hall, Runnemede Post Office, Mary Volz School, Aline Bingham School, Grace Downing School, and the Runnemede Public School District website.

**II. Pledge of Allegiance** – All members present stood and recited the pledge of allegiance.

|                        |                    |                  |                    |
|------------------------|--------------------|------------------|--------------------|
| <b>III. Roll Call:</b> | <b>PRESENT</b>     |                  | <b>ABSENT</b>      |
|                        | Patricia Adair     | Arlene Anderson  | Joseph Impagliazzo |
|                        | Angel Beebe        | Charles Buchheim |                    |
|                        | Naomi Davidson     | Amy Farry        |                    |
|                        | Samantha Spaulding | Maria Panzarella |                    |

Also Present: Mark Iannucci, Superintendent  
Sean McCarron, Business Administrator / Supervisor of Curriculum & Instruction  
Jade Yezzi, Principal – Bingham/Downing Schools  
Steve Pili, Principal – Mary Volz  
Phil Silva, Vice Principal  
Gladys Hubbard, Child Study Team Supervisor  
Frank Hines, Supervisor of Buildings & Grounds

**IV. Approval of Minutes** – A motion was made by Maria Panzarella and seconded by Charles Buchheim to RECOMMEND that the Board of Education approve the minutes of the following meeting:

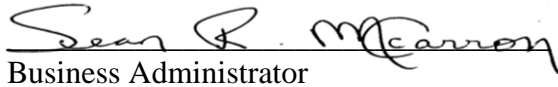
1. Regular Meeting – September 20, 2016

ROLL CALL VOTE:        7 Yes            0 No            1 Abstain        1 Absent

**V. Financial Report – Period Ending September 30, 2016** – A motion was made by Naomi Davidson and seconded by Maria Panzarella to RECOMMEND that the Board of Education approve the following resolution:

Board Secretary Financial, Revenue and Treasurer's Reports

- A. Board Secretary's Report in accordance with 18A: 17-36 and 18A: 17-9 for the month of *September*. 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.
- B. Treasurer's Report in accordance with 18A:17-36 and 18A:17-9 for the month of *September*. The Treasurer's and Secretary's report are in agreement for the month of *September* 2016.
- C. Board Secretary in accordance with N.J.A.C. 6A:23A-16.10 (c) 2 certifies that there are no changes in anticipated revenue amounts or revenue sources.
- D. Board of Education Certification – pursuant to N.J.A.C. 6A:23A-16.10 (c) 4, we certify 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 accounts or funds have 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.

  
Business Administrator

October 18, 2016  
Date

ROLL CALL VOTE:            8 Yes            0 No            0 Abstain            1 Absent

- VI. Presentations –**        *Volz Athletics*  
Mrs. House and Mr. Whipple introduced their teams and representatives spoke about their experience.  
*PARCC & NJ ASK Presentation*  
Questions regarding percentages / Looking at learning activities

**VII. Correspondence - None**

**VIII. Recognition of Citizens - Public Comments on Agenda Items Only - NONE**

- IX. Secretary / Curriculum Report –** Dr. McCarron discussed Before and After Care, Food Service and Transportation.

- X. Superintendent's Report –** Mr. Iannucci spoke about Announcements, Willie Green, PARCC, Rotary and Borough (Trick or Treating will by 3pm to 7pm).

**XI. Principals' Reports**

- A. Fire and Security Drills to date were conducted as follows:

| SCHOOL  | TYPE OF DRILL  | DATES   | DURATION             |
|---------|----------------|---------|----------------------|
| BINGHAM | Fire           | 9/13/16 | 2 minutes            |
|         | Evacuation     | 9/15/16 | 3 minutes            |
|         | Bus            | 9/15/16 |                      |
| DOWNING | Fire           | 9/12/16 | 2 minutes            |
|         | Evacuation     | 9/23/16 | 2 minutes            |
|         | Bus            | 9/15/16 |                      |
| VOLZ    | Fire Drill     | 9/12/16 | 3 minutes 14 seconds |
|         | Lockdown       | 9/20/16 | 3 minutes 16 seconds |
|         | Bus Evacuation | 9/22/16 | 4minutes 2 seconds   |

- B. Nurse's Report
- C. Buildings and Grounds Report
- D. Special Education Report

## XII. Other Reports

- A. PTA Report – Trunk or Treat 10/22/16
- B. Committee Reports
  - Camden County Educational Services Commission – Meeting was held
  - NJSBA Report – Delegate Meeting in December (Board of Directors Meeting)
  - Black Horse Pike Regional School District - None
  - Negotiations - None

## XIII. Unfinished Business - None

## XIV. New Business

- A. **PROPERTY & TRANSPORTATION** – A motion was made by Charles Buchheim and seconded by Naomi Davidson to approve the following on the recommendation of the Superintendent:

### 1. Facility Use

| FACILITY                                       | USER                               | PURPOSE                             | DATE                     | TIME  |
|--|------------------------------------|-------------------------------------|--------------------------|---|
| Volz Gymnasium                                 | Honor Society<br>Ms. Kayleigh Root | Honor Society<br>Induction Ceremony | 10/5/16                  | 7:00pm -<br>8:00pm  |
| Mary Volz<br>Gymnasium and<br>All Purpose Room | RYAA                               | Basketball                          | 11/1/16<br>to<br>3/11/17 | 6:00pm -<br>9:00pm<br>weeknights<br>9:00am – 2pm<br>Saturdays |

### 2. Field Trips

| Location  | Purpose   | Date                                     | Students  | Advisor                           | Transportation  |
|---|---|--|---|-----------------------------------|---|
| Phily Diner<br>Runnemede, NJ                          | Student of the<br>Month Luncheon                              | 12/2/16<br>02/3/17<br>04/7/17<br>06/2/17 | 6 <sup>th</sup> , 7 <sup>th</sup> , 8 <sup>th</sup> Grade     | Kayleigh Root                     | Runnemede School District Bus<br>will transport students to diner<br>and back to school.  |
| Triton High School<br>Runnemede, NJ                   | 8 <sup>th</sup> Grade<br>Orientation                          | 10/19/16                                 | 8 <sup>th</sup> Grade   | 8 <sup>th</sup> Grade<br>Teachers | Runnemede School District Bus<br>and T & L Transportation<br>1 bus @ \$200.00   |
| Camden County<br>Technical School<br>Sicklerville, NJ | School and<br>Program Visitation                              | 11/18/16                                 | 8 <sup>th</sup> Grade   | Lauren Eaton                      | Provided by Camden County<br>Technical Schools  |
| The Playground Pier<br>Atlantic City, NJ              | Choral<br>Performance and<br>Luncheon                         | 12/2/16                                  | Volz Middle<br>School Chorus                                  | Melissa Maatje                    | T & L Transportation<br>1 bus @ \$292.00  |
| Runsen House Retirement<br>Community<br>Runnemede, NJ | Choir, Band and<br>Hand Chimes for<br>retirement<br>community | 12/13/16                                 | Mary Volz Middle<br>School Choir,<br>Band, and Hand<br>Chimes | Melissa Maatje                    | Runnemede School District Bus<br>will transport students.<br>Runnemede School District<br>Van/Truck will transport<br>instruments |

ROLL CALL VOTE:            8 Yes            0 No            0 Abstain            1 Absent

Runnemede Board of Education

MINUTES October 18, 2016

**B. PERSONNEL** – A motion was made by Maria Panzarella and seconded by Patricia Adair to approve the following on the recommendation of the Superintendent:

1. Larry Stone as Boy's Baseball Coach
2. Accept the resignation of Kaitlyn Taraschi, Physical Education/Health Teacher at Bingham and Downing School
3. Lee-Anne Michell as advisor to Safety Patrol at Downing School
4. Shannon Wright as Part-time Secretary for Volz School at \$13.00 per hr. not to exceed 29 hrs. per week.
5. Resignation of Enrico Coralluzzo as Part-time Custodian at Volz School
6. Lisa Pagan and Paul Colton as Substitute Custodians
7. Cathy Summerfield as mentor for Mary Siravo
8. Katelyn Bergholz as Part-time Custodian at \$12.00 per hr. not to exceed 29 hrs. per week
9. Brandon Geisen as Physical Education/Health Teacher for Bingham and Downing School Step 1 BA \$50,000

ROLL CALL VOTE:            8 Yes            0 No            0 Abstain            1 Absent

**C. FINANCE** – A motion was made by Charles Buchheim and seconded by Naomi Davidson to approve the following on the recommendation of the Superintendent and School Business Administrator to approve the following as attached:

1. Transfers and Appropriation/Revenue Adjustments – *September*  
Cash Report – *September*  
Receipt Report – *September*  
Treasurer's Report – *September*  
Board Secretary's Report – *September*
2. Professional Development Workshops

| NAME   | WORKSHOP/CONFERENCE                             | DATE(S)/TIME                                  | COST                |
|--|---|---|---------------------|
| Samantha Spaulding, Mysee Anderson & Angel Beebe | Camden County School Boards Meeting             | November 13 <sup>th</sup><br>6:00             | 0<br>Mileage        |
| Phil Silva                                       | HIB & Discipline for Students with Disabilities | December 6 <sup>th</sup><br>9:00 – 3:00       | \$150.00<br>Mileage |
| Courtney McGee                                   | ASHA Convention                                 | Nov. 17 <sup>th</sup> – Nov. 19 <sup>th</sup> | \$425.00            |

|                              |   |   |                                     |
|------------------------------|---|---|-------------------------------------|
|                              |   |   | Mileage                             |
| Jade Yezzi                   | 504 & Affirmative Action in New Jersey School Districts                 | October 4 <sup>th</sup><br>9:00 – 12:00   | \$129.00<br>Mileage                 |
| Melissa Austin               | Strategies for ESL Students in Content Areas                            | November 22 <sup>nd</sup><br>9:00 – 12:00 | \$149.00<br>Mileage                 |
| Amanda Mazzone               | CBVI Teachers' Symposium  | October 12 <sup>th</sup><br>9:00 – 3:00   | 0<br>Mileage                        |
| Jennifer Karaska             | Positive Behavior Supports  | November 2 <sup>nd</sup>                  | \$149.00<br>Mileage                 |
| Mary Moore & Michael Ralston | Rutgers University 49 <sup>th</sup> Annual Reading & Writing Conference | October 28 <sup>th</sup><br>8:00 – 4:00   | \$180.00 x 2<br>\$360.00<br>Mileage |

3. Payment of Bills (Bills Lists attached)

| <b>ACCOUNT PERIOD/BATCH #</b>      | <b>TOTAL AMOUNT</b>   |
|------------------------------------|-----------------------|
| Bills List #1 – Payroll 09/15/2016 | \$ 376,726.43         |
| Bills List #2 – Payroll 09/30/2016 | \$ 382,695.02         |
| Bills List #3 – A/P Batch #63      | \$377,766.75          |
| Bills List #4 – N/A                | \$0.00                |
| Bills List #5 –                    | \$2,134.97            |
| Cafeteria – A/P Batch #60          | \$9,864.96            |
| <b>TOTAL</b>                       | <b>\$1,149,188.13</b> |

Naomi Davidson asked about ways to save energy due to high bills.

Amy Farry asked why the lights are staying on over the weekend. Frank Hines explained that they are connected to a generator.

2. Contract with Archbishop Damiano School to provide educational services to SID# 7443059652 for the 2016-2017 school year.
3. Contract with the State of New Jersey, Department of Human Services, Commission for the Blind and Visually Impaired, to provide educational services during the 2016-2017 school year.
4. Kingdom Charter School of Leadership tuition, as directed by State notice, for SID#3270323232 and SID#6350217973 for the 2016-2017 school year.
5. Health Care Staffing Agreement with Starlight Home Care Agency, Inc. for the 2016-2017 school year.
  - a. One-on-one nursing services for SID#8045548643 attending Volz with Starlight Home Care Agency, Inc.
  - b. One-on-one nursing services for SID#7443059652 attending Archbishop Damiano with Maxim/Epic Healthcare Services, Inc.
6. Contracts with Gloucester County Special Services School District for tuition and out-of-county surcharge for SID# 7813462374 (plus 1:1 aide), SID#6847236573 (plus 1.1 aide), SID#5003468661, SID#3987664699, SID#9268445223, SID#5980998953 and SID#7338058655 for the 2016-2017 school year.

7. Runnemedede school bus to transport Triton students on Saturday, October 22, 2016 from Triton Regional High School to Springdale Farms in Cherry Hill at a rate of \$208.00
8. Approve Phil Silva, Assistant Principal, as authorized signer on the student activity bank accounts

ROLL CALL VOTE:            8 Yes            0 No            0 Abstain            1 Absent

**D. CURRICULUM** – A motion was made by Maria Panzarella and seconded by Angel Beebe to approve the following on the recommendation of the Superintendent:

1. QSAC Statement of Assurance for the 2016 School Year
2. Republic Bank will be coming in to do lessons with 4<sup>th</sup> grade students
3. Student #3502023015 for Homebound Instruction from September 6, 2016 – to October 30, 2016.

ROLL CALL VOTE:            8 Yes            0 No            0 Abstain            1 Absent

**E. POLICIES/PUBLIC RELATIONS** – A motion was made by Charles Buchheim and seconded by Amy Farry to approve the following on the recommendation of the Superintendent:

1. Accept donation of \$596.00 for Mrs. Englehart’s Donorschoose.org project to be used for ukuleles.

ROLL CALL VOTE:            8 Yes            0 No            0 Abstain            1 Absent

**XV. Recognition of Citizens and Staff** - Samantha Spaulding discussed policies to update, specifically attendance, and committee overview. Communication “ANNOUNCEMENT” Tab was added to the district website instead of sending home Brown Envelopes. Amy Farry questioned if outside organizations can send papers home – Mr. Iannucci explained that all of these documents would be posted on the website.

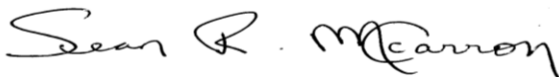
**XVI. Executive Session - student, personnel, legal, or contractual matters** (when needed) - NONE

**XVII. Board/Committee Meetings**

Reminder: Next regular BOE meeting date: Tuesday, November 15, 2016 @ 7:00 pm

**XVIII. Adjournment** – A motion was made by Patricia Adair and seconded by Naomi Davidson to adjourn the meeting at 7:58 pm. All members were in favor.

Respectfully Submitted,



Sean R. McCarron, Ed.D.

Runnemedede Board of Education

MINUTES October 18, 2016