

**BOARD OF EDUCATION
RUNNEMEDE PUBLIC SCHOOL DISTRICT**

Mary Volz School Library

November 15, 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 7:06 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.

III. Roll Call: PRESENT

Patricia Adair	Arlene Anderson	Joseph Impagliazzo
Angel Beebe	Charles Buchheim	
Naomi Davidson	Amy Farry	
Samantha Spaulding	Maria Panzarella (7:13 pm)	

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

IV. Approval of Minutes - A motion was made by Charles Buchheim and seconded by Patricia Adair to RECOMMEND that the Board of Education approve the minutes of the following meeting:

1. Regular Meeting – October 18, 2016


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

V. Financial Report – Period Ending October 31, 2016 - A motion was made by Naomi Davidson and seconded by Angel Beebe 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 *October*. 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 *October*. The Treasurer's and Secretary's report are in agreement for the month of *October* 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

November 15, 2016
Date

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

VI. Presentations – Video of Bingham Pep Rally

VII. Correspondence - None

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

IX. Secretary / Curriculum Report – Dr. McCarron discussed testing preparation and finalization of audit.

X. Superintendent's Report – Mr. Iannucci thanked the community for support regarding the loss of a student.

XI. Principals' Reports

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

SCHOOL	TYPE OF DRILL	DATES	DURATION
BINGHAM	Fire Drill	October 18, 2016	2 minutes
	Bomb Threat	October 28, 2016	4 minutes
DOWNING	Fire Drill	October 18, 2016	2 minutes
	Bomb Threat	October 28, 2016	3 minutes
VOLZ	Fire Drill	October 17, 2016	3 minutes 2 seconds
	Bomb Threat	October 23, 2016	3 minutes 32 seconds

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

XII. Other Reports

- A. PTA Report – No Report
B. Committee Reports
- Camden County Educational Services Commission – No Report
 - NJSBA Report – Delegate meeting in December

- Black Horse Pike Regional School District - None
- Negotiations - None

XIII. Unfinished Business - None

XIV. New Business

A. PROPERTY & TRANSPORTATION - A motion was made by Maria Panzarella and seconded by Naomi Davidson to approve the following on the recommendation of the Superintendent:

1. Facility Use

FACILITY	USER	PURPOSE	DATE	TIME
Mary Volz Gymnasium and All Purpose Room	Mary Volz Boys and Girls Basketball Team	Basketball Practices and Games	11-14-16 through 2-28-17	2:30 p.m.–4:30 p.m Practices 2:30 p.m. – 7:00 p.m. Games
Mary Volz Classroom D-4	Holiday Committee	Distribution of food baskets for Thanksgiving	11-22-16	8:00 a.m. - 6:00 pm.
Mary Volz Gym	Student Council	Turkey Trot	11-23-16	9:00 a.m. – 12:15pm
Mary Volz Classroom D-4	Holiday Committee	Distribution of food baskets and gifts for Holiday Drive	12-21-16	8:00 a.m. - 6:00 p.m.
Mary Volz Library	Child Study Team	Parent presentation on anxiety and children	12-8-16	6:00 p.m. – 8 p.m.

2. Field Trips

Location	Purpose	Date	Students	Advisor	Transportation
Five Below Deptford, NJ	Social Skills/Daily Living Skills	12-9-16	MD Program	Kristin Ambrose Julie Carroll Alex Taliaferro	Runnemedede School Bus
Aline Bingham School	Read to elementary school students	3-29-17	Men and Women of Distinction	Jacqueline De Feo Scott Marakovits	Students will walk to Bingham School
Grace Downing School	Read to elementary school students	3-30-17	Men and Women of Distinction	Jacqueline De Feo Scott Marakovits	Students will walk to Downing School
Camden County College	College tour and meeting with staff	4-7-17	Men & Women of Distinction	Jacqueline DeFeo Scott Marakovits	Runnemedede School Bus
Ronald McDonald House	Volunteering for Charity House	4-24-17	Men & Women of Distinction	Jacqueline DeFeo Scott Marakovits	Runnemedede School Bus
Storybook Land	Nursery Rhymes	5-11-17	Kindergarten Bingham and Downing	Jill Hamer Tracey Hummel Barbara Fanz	T&L Transportation 3 buses @ \$390=\$1170
Larc School	Volunteering with disabled students	5-25-17	Men and Women of Distinction	Jacqueline DeFeo Scott Marakovits	Runnemedede School Bus

3. McGough Bus Company to transport Mary Volz Boys and Girls Basketball teams to eleven (11) away games @ \$360.00 per game = \$3,960.00 (**Samantha Spaulding asked if it was due to our bus still doing runs. Mr. Iannucci explained.**)

ROLL CALL VOTE: 9 Yes 0 No 0 Abstain 0 Absent

B. PERSONNEL - A motion was made by Patricia Adair and seconded by Charles Buchheim to approve the following on the recommendation of the Superintendent:

1. Christian Whipple as Volunteer Coach for Running Club
2. Peter DeLorenzo as a Substitute Custodian

ROLL CALL VOTE: 9 Yes 0 No 0 Abstain 0 Absent

C. FINANCE - A motion was made by Charles Buchheim and seconded by Maria Panzarella 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 – *October*
Cash Report – *October*
Receipt Report – *October*
Treasurer’s Report – *October*
Board Secretary’s Report - *October*
2. Professional Development Workshops

NAME	WORKSHOP/CONFERENCE	DATE(S)/TIME	COST
Sean McCarron	Effective Instructional Strategies UDL	November 15th	0 Mileage
Sean McCarron	Utilizing Data to Drive Instruction	December 13 th	0 Mileage
Teresa Nicoletto	ASHA Convention	November 17 th – 19 th	\$345.00 Mileage
Lisa Maitag & Joan Greenwood	Judy Freeman’s Winners!	May 9 th 8:30 AM – 3:30 PM	\$418.00 Mileage
Michelle DiMatties	The Art of Wellness with Kevin Hines	December 1 st . 8:00 AM – 3:00 PM	\$49.00 Mileage

3. Payment of Bills (Bills Lists attached)

ACCOUNT PERIOD/BATCH #	TOTAL AMOUNT
Bills List #1 – Payroll 10/14/2016	\$ 377,331.53
Bills List #2 – Payroll 10/28/2016	\$ 374,019.96
Bills List #3 – A/P Batch #63	\$397,098.91
Bills List #4 – A/P Batch #64	\$52,599.72
Bills List #5 –	\$38,273.53
Cafeteria – A/P Batch #60	\$17,245.97
TOTAL	\$1,256,569.62

4. Contract with Interactive Kids to provide behavioral and educational consultation services for the 2016-2017 school year.

5. Runnemede Board of Education Resolution for Submission of the Comprehensive Maintenance Plan For Years 15-16, 16-17, 17-18

WHEREAS, the Department of Education requires New Jersey School Districts to submit three year maintenance plans documenting “required” maintenance activities for each of its public school facilities; and

WHEREAS, the required maintenance activities as listed in the document for the various school facilities of the Runnemede Board of Education are consistent with these requirements; and

WHEREAS, all past and planned activities are reasonable to keep school facilities open and safe for use or in their original condition and to keep their system warranties valid;

NOW, THEREFORE, Be It Resolved that the Runnemede Board of Education hereby authorizes the School Business Administrator/Board Secretary to submit the Comprehensive Maintenance Plan for the Runnemede Board of Education in compliance with the Department of Education requirements.

6. Approve NCLB Title I & II Service Contract with Camden County Educational Services Commission (CCESC) to provide services to nonpublic students attending St. Teresa School in Runnemede for the 2016-2017 school year. Services as follows:
- Half (.5) day per week employee teacher @ \$8,230
 - Other professional services @ \$2,966
7. Approve IDEA Service Contract with Camden County Educational Services Commission (CCESC) to provide services to nonpublic students attending St. Teresa School in Runnemede for the 2016-2017 school year. Services as follows:
- Full time IDEA instructional Assistant @ \$29,475
 - Half (.5) day per week employee teacher @ \$7,682

ROLL CALL VOTE: 9 Yes 0 No 0 Abstain 0 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. Practicum Placement January 23rd – May 5th - Amanda Noll – PreK -4 – Ms. Eib, Courtney Vance – PreK-3 – Mrs. Summerfield, Christine Cirillo – Ms. Ayusa
2. Student Teacher Placement –January 18th – May 8th , Paula Hunter – Mrs. Zimmerman (Downing School), Dana Shetter – Mrs. Hamer
3. Course approval for Christina Ayusa #SPD-550 “*Instructional and Transitional Planning for Students with Mild to Moderate Disabilities*” **Dec. 15th – Feb. 8th**

4. Course approval for Mary Siravo for # 50:964:201 “*Exceptional Learners* “ (winter) # 50:830:226 “*Child Psychology*”, #50:163/964:391 “*Observation and Assessment in EC Environments*”, #50:163/964:392 “*Designing an EC Environment*”(spring), #50:964:406 “*Methods and Issues in Teaching P-3*”, # 50:964:309 “*Developmental Literacy*” (summer)
5. Course approval for Jeannette Duffy for #SE1/500 “*Structured English Immersion*” **Dec. 6th – Jan. 30th**

ROLL CALL VOTE: 9 Yes 0 No 0 Abstain 0 Absent

E. POLICIES/PUBLIC RELATIONS - A motion was made by Patricia Adair and seconded by Charles Buchheim to approve the following on the recommendation of the Superintendent:

**1. Runnemede Board of Education Resolution for:
Participation in Sustainable Jersey for Schools Certification Program**

Whereas – The Runnemede Board of Education seeks to participate in Sustainable Jersey for Schools to focus attention and efforts on matters of sustainability and pursue initiatives that will lead to Sustainable Jersey for Schools Certification

Whereas – The Runnemede Board of Education and District Superintendent seek to support and work with school staff and administrators, students, and parents to ensure a safe and healthy environment for students by encouraging our school community to implement sustainable, energy-smart, eco-friendly, and cost effective solutions.

Whereas – Extensive opportunities exist to teach students about ecological, economic and social sustainability, environmental health, and nutrition; to integrate sustainability education into classroom learning; and to support students in becoming leaders in making their schools healthier and more sustainable places.

Whereas – Many options and choices exist for schools to use resources more efficiently; to reduce, reuse and recycle; to follow Green Building Standards for construction and major renovations; to form school partnerships; to eliminate toxic chemicals; to purchase (or produce) clean energy; and to purchase recycled paper, energy-efficient equipment and other green products to protect our global environment.

Whereas – Sustainability means using resources wisely, saving money, and reducing our impact on the environment, all of which will ensure the future health, safety, and prosperity of our children.

Whereas - The Runnemede Board of Education commits to the formation of at least one Sustainability Leadership Team (also referred to as “Green Team”), based on the guidance of Sustainable Jersey for Schools.(The district “Green Team” can be designated from a pre-existing group within the district if desired.)

Whereas - Green Team members help schools adopt policies and practices addressing areas such as sustainability education and professional training, green purchasing, waste reduction, indoor air quality, energy-saving initiatives, and community partnerships.

Whereas – The Runnemede Board of Education will encourage Green Teams at all district schools by providing networking and educational opportunities.

Therefore, it is resolved that the Runnemede Board of Education agrees to participate in Sustainable Jersey for Schools, and it is the board’s intention to pursue certification for schools in the district.

We therefore appoint Dr. Sean McCarron to be the district’s liaison to Sustainable Jersey for Schools

We do hereby recognize Runnemedede Public Schools (Bingham Elementary, Downing Elementary & Mary Volz Middle School) as the agents to carry out our commitment to building sustainable school district through the implementation of Sustainable Jersey for Schools action.

We agree to complete district actions and to support the district's schools in completing their actions.

2. Policy for First Reading

Policy #6421.01 Environmentally Preferable Purchasing – Green Purchasing Policy

3. Fundraisers for Bingham & Downing School

- a. JDRF Kids Walk (Charity)
- b. Alex's Lemonade Stand (Charity)
- c. Jump Rope for Heart (Charity)
- d. Go Red for Women (staff only)
- e. Box Top for Education (Student Activity Fund)
- f. Pretzel Sales (Student Activity Fund)

4. 2016 – 2017 Nursing Services Plan

5. Fundraiser for MD Program

- a. Monthly bagel sale
- b. Basket raffle – staff only

6. HIB report as reported by the HIB Coordinator

ROLL CALL VOTE: 9 Yes 0 No 0 Abstain 0 Absent

XV. Recognition of Citizens and Staff - Eleanor Kelly commented that the candlelight ceremony was beautifully done. Also, the Runnemedede Christmas light parade is on 11/27/16 at 6 pm. There will be an ugly sweater contest.

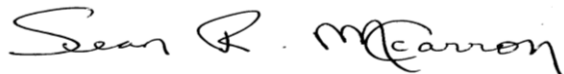
XVI. Executive Session - student, personnel, legal, or contractual matters (when needed) - NONE

XVII. Board/Committee Meetings – Samantha Spaulding reviewed the upcoming meetings in the town and with the Board of Education. Mark Iannucci stated there is a boys' basketball game @ 6:00 pm and girls' basketball game @ 7:30 pm at Triton on 12/12/16 versus Bellmawr.

Reminder: Next regular BOE meeting date: December 20, 2016 @ 7:00 pm

XVIII. Adjournment – A motion was made by Maria Panzarella and seconded by Naomi Davidson to adjourn the meeting at 7:24 pm. All members were in favor.

Respectfully Submitted,



Sean R. McCarron, Ed.D.