

**BOARD OF EDUCATION
RUNNEMEDE PUBLIC SCHOOL DISTRICT**

Mary Volz School Library
January 31, 2017
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 7:03 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 (7:05 pm)
Angel Beebe
Charles Buchheim
Naomi Davidson
Amy Farry
Joseph Impagliazzo
Maria Panzarella
Samantha Spaulding

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 Maria Panzarella and seconded by Patricia Adair to RECOMMEND that the Board of Education approve the minutes of the following meetings:

1. Regular Meeting – December 20, 2016

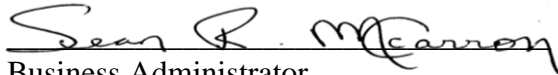
2. Reorganization Meeting – January 5, 2017

ROLL CALL VOTE: 5 Yes 0 No 4 Abstain 0 Absent

- V. Financial Report – Period Ending December 2016** – A motion was made by Naomi Davidson and seconded by Patricia Adair 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 *December*. 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 *December*. The Treasurer’s and Secretary’s report are in agreement for the month of *December* 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

January 31, 2017
Date

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

- VI. Presentations** – *Bingham and Downing students will be discussing Journalism Club* – Mr. Michell and Mr. Auletto brought up students from Journalism club (Bingham Bugle and Downing Daily) and explained purpose. Students read excerpts from articles they had written.
- VII. Correspondence** - None
- VIII. Recognition of Citizens - Public Comments on Agenda Items Only** - None
- IX. Secretary / Curriculum Report** – Dr. McCarron reviewed ROD Grants, before and after care and transportation
- X. Superintendent’s Report** – Mr. Iannucci stated enrollment is steady; water fountains are 95% completed and lead testing will take place in February/March. He also discussed security in all three schools, DEAC meeting in January and mid-year review.

XI. Principals' Reports

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

| SCHOOL | TYPE OF DRILL | DATES | DURATION |
|---------|----------------|-------------------|----------------------|
| BINGHAM | Fire Drill | December 15, 2016 | 2 minutes |
| | Lockdown | December 16, 2016 | 2.5 minutes |
| DOWNING | Fire Drill | December 15, 2016 | 1.5 minutes |
| | Lockdown | December 16, 2016 | 2 minutes |
| VOLZ | Fire Drill | January 4, 2017 | 2 minutes 25 seconds |
| | Active Shooter | January 26, 2017 | 2 minutes 49 seconds |

- B. Nurses' Reports
- C. Buildings and Grounds Report
- D. Special Education Report

XII. Other Reports

A. PTA Report – Founder's Day invitation responses due February 22, 2017.

B. Committee Reports

- Camden County Educational Services Commission – Samantha Spaulding thanked Charles Buchheim for stepping up at re-org meeting.
- NJSBA Report – Charles Buchheim will attend meeting in spring/sustainable schools/security
- 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 - NONE

| FACILITY | USER | PURPOSE | DATE | TIME |
|----------|------|---------|------|------|
| | | | | |

2. Field Trips

| Location | Purpose | Date | Students | Advisor | Transportation |
|------------------------|---|---------|-------------|---|---------------------|
| Deptford Mall | CBI (Community Based Instruction) MD | 1-20-17 | MD Students | Julie Carroll Alex Taliaferro Kristin Ambrose | Runnemed Little Bus |
| Target Woodbury, NJ | Students will demonstrate increased independence, age | 2-10-17 | MD Students | Julie Carroll Alex Taliaferro Kristin Ambrose | Runnemed Little Bus |

| | | | | | |
|--|---|-------------------|---|--|--|
| | appropriate behavior and skill generation. | | | | |
| Timber Creek High School | Cheerleading Competition | 2-19-17 3-5-17 | Mary Volz Cheerleaders | Lauren Eaton | Students will provide their own Transportation |
| Garden State Discovery Museum | Dino Tales and Craft | 2-24-17 | Preschool | Cathleen Summerfield | No Transportation Needed – In House |
| Franklin Institute | Science & Social Studies Connections and Robot IMAX | 3-21-17 | Third Grade Bingham and Downing | Mary Moore Laura Seckinger Frank Auletto | First Student 2 busses @ \$365.00 ea. = \$730.00 |
| Franklin Institute | Measurement & Data Standards and Science Standards | 4-12-17 | Fifth Grade | Michael Ralston Sandy Vesey | Hillman Bus Service 1 bus @ \$254.00 and Runnemedede Big Bus |
| Adventure Aquarium | Habitats 4D movie | 4-27-17 | First Grade Bingham and Downing | Mary Moore Jen Majewski Erica Tait | Holcomb Bus Services 3 busses @ \$185.00 ea. = \$555.00 |
| Medieval Times | Dinner and Tournament | 5-4-17 | Sixth Grade | Carrie Ems | Holcomb Bus Services 2 busses @\$469.00 = \$938.00 |
| Philadelphia Zoo | Learn about animals and their homes | 5-23-17 | Preschool | Mary Siravo | First Student 3 busses @ \$348.75 ea. = \$1046.25 |
| Adventure Aquarium | Habitats | 5-24-17 | Fourth Grade | Melissa Ralston | Holcomb Bus Services 1 bus @ \$185.00 and Runnemedede Big Bus |
| Kershaw Middle School Bellmawr, NJ | Battle of the Books County Competition | 5-30-17 | Seventh & Eighth Grade Battle of the Books Participants | Linda Schreiber | Runnemedede Little Bus |
| Rohrer Middle School Haddon Township, NJ | Battle of the Books Competition | 5-31-17 | Fifth & Sixth Grade Battle of the Books Participants | Mike Ralston | Runnemedede Little Bus |
| Haddonfield Middle School Haddonfield, NJ | Battle of the Books Competition | 6-6-17 | Fourth Grade Battle of the Books Participants | Melissa Ralston | Runnemedede Little Bus |

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

B. PERSONNEL – A motion was made by Naomi Davidson and seconded by Charles Buchheim to approve the following on the recommendation of the Superintendent:

1. Employee #549 for intermittent FMLA beginning January 13, 2017 through June 30, 2017
2. Maternity leave for Employee #477 beginning May 30, 2017 using sick days for the remainder of the 2016 – 2017 school year. FMLA beginning September 1st 2017. (12 weeks)
3. Elizabeth Glassman as a Student Physical Therapist working with Rehab Connection PT Debra Lischak
4. All Certified Teachers for Title I tutoring as approved by Administration
5. Maternity leave for Employee # 415 beginning May 30. 2017 using sick days for the remainder of the 2016 – 2017 school year. FMLA beginning September 1, 2017. (12 weeks)

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

C. **FINANCE** – A motion was made by Naomi Davidson and seconded by Patricia Adair 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 – *December*
 Cash Report – *December*
 Receipt Report – *December*
 Treasurer’s Report – *December*
 Board Secretary’s Report – *December*
2. Professional Development Workshops

| NAME | WORKSHOP/CONFERENCE | DATE(S)/TIME | COST |
|--|---|------------------------------|------------------------------------|
| Jade Yezzi | Affirmative Action Officer Certificate Program : Day 1 – Overview of Discrimination Law and the Role of the Affirmative Action Officer Sponsor: NJPSAFE: Legal One | 1-18-17 | \$150.00 Mileage |
| Karen Engelhart Melissa Maatje | Music Teachers Professional Development Workshop Sponsor: Camden County Technical Schools | 1-24-17 | 0 Mileage |
| Mark Iannucci Sean McCarron Jeanette Schiraldi | NJASA – TECHSPO’17 | 1-26-17 1-27-17 | \$425 per person=\$1275 Mileage |
| Sean McCarron Phil Silva | SRI & ETTC – Writing Effective HIB Reports | 2-2-17 | \$178 per person=@356 Mileage |
| Sean McCarron | EIRC – Creating a Growth Mindset for Students | 2-10-17 | \$149 Mileage |
| Sean McCarron Jeanette Schiraldi Steve Bonora | Pearson Training for the PARCC Assessment: New Jersey | 2-16-17 | 0 Mileage |
| Jaime Dutkin | Effectively Dealing with Disruptive Students: Practical, Classroom Proven Techniques | 3-8-17 | \$245.00 Mileage |
| Mark Iannucci Sean McCarron | EIRC – Working Leaders Series | 3-16-17 | \$99 per person=\$198 |
| Karen Feldman | Indoor Air Quality Designated | 3-17-17 | 0 Mileage |
| Mary Moore | Mindfulness Fundamentals | On line CEU/Certification | \$275.00 |

3. Payment of Bills (Bills Lists attached)

| ACCOUNT PERIOD/BATCH # | TOTAL AMOUNT |
|----------------------------------|-----------------------|
| Bills List #1 – Payroll 12/15/16 | \$ 439,447.80 |
| Bills List #2 – Payroll 12/23/16 | \$ 391,753.98 |
| Bills List #3 – A/P Batch #63 | \$400,759.06 |
| Bills List #4 – | N/A |
| Bills List #5 – | \$17,392.39 |
| Cafeteria – A/P Batch #60 | \$18,452.39 |
| TOTAL | \$1,267,805.62 |

4. Approve providing transportation to the Black Horse Pike Regional School District on the following dates and to be invoiced as listed:

- 12/21/16 Triton HS to Franklin Square Glendora -- \$104 (Big Bus)
- 1/10/17 Highland HS to Haddon Twp HS -- \$125 (Little Bus)
- 1/12/17 Timber Creek HS to IKEA, Philadelphia -- \$285 (Big Bus)
- 1/12/17 Highland HS to Sterling HS -- \$125 (Little Bus)
- 1/14/17 Highland HS to Toms River -- \$645 (Little Bus)
- 1/17/17 Timber Creek HS to Home Depot -- \$125 (Little Bus)
- 1/17/17 Highland HS to Audubon HS -- \$125 (Little Bus)
- 1/28/17 Highland HS to Cumberland HS-- \$473 (Big Bus)
- 1/30/17 Highland HS to Shoprite Clementon -- \$125 (Little Bus)
- 2/2/17 Timber Creek HS to Home Depot -- \$125 (Little Bus)
- 2/2/17 Highland HS to Haddonfield HS -- \$125 (Little Bus)
- 2/4/17 Highland HS to Pennsauken HS-- \$433 (Big Bus)
- 2/11/17 Highland HS to Matawan NJ -- \$484.30 (Big Bus)
- 2/14/17 Timber Creek HS to Home Depot -- \$125 (Little Bus)
- 2/18/17 Triton HS to Gateway HS -- \$208 (Big Bus)
- 2/28/17 Timber Creek HS to Home Depot -- \$125 (Little Bus)
- 3/3/17 Highland HS to Overbrook HS -- \$125 (Big Bus)
- 3/4/17 Highland HS to Eagleville PA -- \$480.50 (Big Bus)
- 3/11/17 Highland HS to Kennett Sq PA -- \$480.50 (Big Bus)
- 3/14/17 Timber Creek HS to Home Depot -- \$125 (Little Bus)
- 3/18/17 :Highland HS to Allentown PA -- \$485.80 (Big Bus)
- 3/25/17 Triton HS to Winslow HS -- \$208 (Big Bus)
- 3/28/17 Timber Creek HS to Home Depot -- \$125 (Little Bus)
- 3/31/17 Highland HS to Pitman HS -- \$125 (Big Bus)
- 4/1/17 Highland HS to Royersford PA-- \$480.50 (Big Bus)
- 4/8/17 Highland HS to Coatesville PA-- \$480.50 (Big Bus)
- 4/15/17 Highland HS to Haddon Heights HS-- \$125 (Big Bus)
- 4/21/17 Highland HS to Deptford HS-- \$125 (Big Bus)
- 4/22/17 Triton HS to Highland HS -- \$208 (Big Bus)
- 4/30/17 Triton HS to Eastern HS-- \$208 (Big Bus)

Angel Beebe asked if this is to and from. Naomi Davidson said she was glad we're using what we have.

5. Leap Academy University tuition for SID#4175794761, SID# 1603890690 and SID#4177187301 for the 2016-2017 school year.
6. Approve the Food Distribution Agreement for the 2016-2017 school year.
7. Approve the Biosecurity Plan for Runnemedede School District Food Service as updated in January 2017.
8. Approve submission of transfer approval to the Executive County Superintendent for the transfer of funds from general account expense lines to the Charter School Tuition line to account for 2 additional students attending the Leap Academy. Transfer amount \$45,397.
9. Approve the following staff for tuition reimbursement:

| | |
|-------------------|------------|
| Kayleigh Root | \$2,000.00 |
| Kristin Ambrose | \$2,000.00 |
| Scott Marakovits | \$2,000.00 |
| Cathy Summerfield | \$1,045.00 |
| Christine Cirillo | \$2,000.00 |
| Karen Engelhart | \$ 898.00 |
| Stephen Bonora | \$1,365.00 |
| Ann Paolini | \$1,101.00 |
| Brittany Lazar | \$ 642.00 |
| Mary Siravo | \$1,101.00 |

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

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

1. Homebound Instruction for Student #7686351857 from December 2, 2016 to March 5, 2017
2. Course approval for Samantha Eib “ *Zones of Regulation-Strategies to Teach Behavior & Emotional Regulation, Social Skills & Executive Functioning Skill in Students*”

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

E. POLICIES/PUBLIC RELATIONS – A motion was made by Maria Panzarella and seconded by Angel Beebe to approve the following on the recommendation of the Superintendent:

1. Policies & Regulations for First Reading

| | |
|------------|---|
| P & R 1510 | Americans with Disabilities Act (M) |
| P 2415.30 | Title I Educational Stability for Children in Foster Care (M) (New) |

| | |
|------------|---|
| P & R 2418 | Section 504 of Rehabilitation Act of 1973 – Students (M) (New) |
| P & R 5116 | Education of Homeless Children |
| P 5330.04 | Administering an Opioid Antidote (New) |
| P & R 8330 | Student Records (M) |

- Mrs. Zimmerman received \$140.00 for her class project “Hokki Stools for Happy Kids”
- “Go Red for Women” campaign for Runnemede School district

Charles Buchheim had a question about Green Policy. Mr. Iannucci said it would be on February agenda.

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

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

- Approve Charles Buchheim as representative to Camden County Educational Services Commission.

Dr. McCarron announced that Naomi Davidson was sworn in prior to the meeting.

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

XV. Recognition of Citizens and Staff – non-agenda items

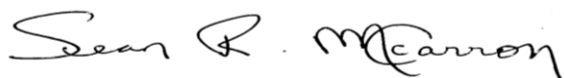
Eleanor Kelly gave thanks on behalf of the Woman’s Club for cooperation with the spelling bee (Winners: Eric Pagan and Austin Hui)

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

XVII. Board/Committee Meetings – Reminder: Samantha Spaulding announced next regular BOE meeting date: Tuesday, February 21, 2017 @ 7:00 PM

XVIII. Adjournment – A motion was made by Patricia Adair and seconded by Maria Panzarella to adjourn the meeting at 7:41 pm. All members were in favor.

Respectfully Submitted,



Sean R. McCarron, Ed.D.