

**BOARD OF EDUCATION
RUNNEMEDE PUBLIC SCHOOL DISTRICT**

Mary Volz School Library
March 21, 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 at 7:05pm. 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	ABSENT
	Patricia Adair	Joseph Impagliazzo
	Arlene Anderson (left @ 7:49 pm)	
	Angel Beebe	
	Charles Buchheim	
	Naomi Davidson	
	Amy Farry	
	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 Patricia Adair and seconded by Maria Panzarella to RECOMMEND that the Board of Education approve the minutes of the following meetings:

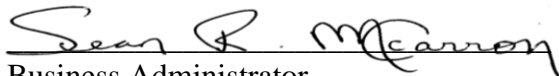
1. Regular Meeting – February 21, 2017

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

V. Financial Report – Period Ending February 28, 2017 – A motion was made by Charles Buchheim and seconded by Naomi Davidson 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 *February*. 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 *February*. The Treasurer’s and Secretary’s report are in agreement for the month of *February* 2017.
- 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

March 21, 2017
 Date

ROLL CALL VOTE: 8 Yes 0 No Abstain 1 Absent

VI. Presentations – Budget Presentation

VII. Correspondence - None

VIII. Recognition of Citizens - Public Comments on Agenda Items Only

IX. Secretary / Curriculum Report – Dr. McCarron discussed budget, food service and testing.

X. Superintendent’s Report – Mr. Iannucci reviewed summer programs, discussed professional development.

The Superintendent Report is presented in the attached document.

XI. Principals’ Reports

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

SCHOOL	TYPE OF DRILL	DATES	DURATION
BINGHAM	Fire	February 8, 2017	2 minutes
	Security (Table Top with Police)	February 22, 2017	1 hour
DOWNING	Fire	February 8, 2017	2 minutes

	Security (Table Top with Police)	February 22, 2017	1 hour
VOLZ	Fire	February 15, 2017	2 minutes 56 seconds
	Security (Table Top with Police)	February 21, 2017	45 minutes

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

XII. Other Reports

- A. PTA Report – Basket Auction
- B. Committee Reports
 - Camden County Educational Services Commission – EIRC closing and lost resources. Looking for new initiatives.
 - NJSBA Report – Meeting in May
 - Black Horse Pike Regional School District - None
 - Negotiations – Angel is negotiating with Administrative Unit RAA. Planning and Zoning – Repair/Collision shop coming

XIII. Unfinished Business - None

- XIV. New Business** – PTA – 8th grade dance is June 12. Naomi passed Master Board On-line Assessment. Patricia Adair attended committee meeting, unemployment decreased from 13.5% to 7%.

- 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 All Purpose Room	Runnemedede PTA	Little Girl and Your Special Lady Brunch	3/11/17	9:30 am – 12:30 pm
Mary Volz All Purpose Room	Character Education Team	Breakfast for Police/Fire Department	3/24/17	8:00 am – 10:30 am
Mary Volz Gymnasium	Character Education Team	Reality Fair	3/28/17	8:00 am – 3:00 pm

2. Field Trips

Location	Purpose	Date	Students	Advisor	Transportation
VFW Playground Runnemedede, NJ	3 rd Grade Cleans the Community	3/22/17	3 rd Grade Downing	K. Michell	Students will walk to Playground (rain or shine)
Mary Volz School	2 nd Grade Contributes to Volz Garden	4/27/17	2 nd Grade Downing	L. Michell	Students will walk to Volz
Runsen House Retirement Community Runnemedede, NJ	Choir, Band and Hand Chimes for retirement community	5/16/17	Mary Volz Middle School Choir, Band, and Hand Chimes	Melissa Maatje	Runnemedede School District Buses will transport students and instruments
Mary Volz School Bingham Elementary	3 rd Grade Orientation & 3 rd Grade Day @ Bingham	5/17/17	3 rd Grade Bingham and Downing	K. Callahan B. Giesen	Students will walk to Volz and then to Bingham. Downing students will walk back to Downing.

Amy Farry asked if we can keep track of where students go so there aren't repeats.

ROLL CALL VOTE: 7 Yes 0 No 0 Abstain 2 Absent

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

1. Jill Renaud as Substitute for Before and After Care and Substitute Lunch Aide
2. Leroy Mills as a Substitute Bus Driver
3. Amanda Noll as a Substitute Bus Aide
4. Alisha Adkins as a Substitute Bus Driver and Substitute Custodian
5. Development of the following classes for the Chromebook Summer Camp at \$30/hour as per the REA Agreement (1.5 curriculum hours per course hour):

Staff Member	Course	Hours	Cost
Gina Ehler	Algebra Prep	8	\$360
Regina Ritchie	Pre-Algebra	8	\$360
	Social Media	5	\$225
	Movie Clips	5	\$225
	Weird New Jersey	5	\$225
Jen Majewski	Digital Scrapbook	5	\$225
Mike Kratchwell	Virtual World Around You	5	\$225
	Smattering of Technology	5	\$225
Mary Moore	Phanatic Phillies	5	\$225
Jaime Dutkin	The Safe Sitter	5	\$225
Christine Duffield	The Lies Disney Told Me	5	\$225
Joan Greenwood	Are You A Great Detective	5	\$225
	Calling ALL Coders	5	\$225
Samantha Smith	Animal Lovers	5	\$225
Kevin Michell	Journalism & Broadcasting	5	\$225
Laura Seckinger	Exciting Eruptions	5	\$225
Linda Schreiber	Cooking for Kids: Healthy Snacks	5	\$225
	Physics for Sports	5	\$225
	Crochet Class: Beginners	5	\$225
	Backyard Science Investigators	5	\$225
	Terrarium Building & Gardens	5	\$225
Mike Ralston	The Great Continent Chase	5	\$225
Stephen Bonora	Escape the Website	5	\$225
	Google Drawings: A Deep Dive	5	\$225
	New Google Sites	5	\$225
Melissa Ralston	Digging Into Dinosaurs	5	\$225
Robin Clark	How to start a Zoo	5	\$225
Lauren Eaton	How to run a Zoo	5	\$225
TOTAL	20-231-100-101-AD-CO (Title 1)		\$6,570

6. Employee #477 to begin FMLA immediately using sick time through the end of the 2016 – 2017 School Year.
7. Resignation of Mindy Martinez as Head Coach of Softball beginning March 22, 2017.
8. Lindsey Folsom as the Head Coach for Softball beginning March 22, 2017 (pro-rated).
9. Christina Ayusa as Assistant coach for Softball beginning March 22, 2017 (pro-rated).

ROLL CALL VOTE: 7 Yes 0 No 0 Abstain 2 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 – *February*
Cash Report – *February*
Receipt Report – *February*
Treasurer’s Report – *February*
Board Secretary’s Report – *February*

2. Professional Development Workshops

NAME	WORKSHOP/CONFERENCE	DATE(S)/TIME	COST
Sean McCarron	NJASBO Purchasing	TBD Mt. Laurel, NJ	\$75.00 + mileage
Frank Auletto Ashley Ordile	Yoga & Mindfulness in the Classroom	March 15, 2017 8:00 AM – 4:00 PM Cherry Hill, NJ	\$199.99 ea. + mileage
Stephen Bonora Sean McCarron	SITE – G&T Program Presentation	March 23, 2017 Upper Deerfield	0 + mileage
Michelle DiMatties	Preparing to Deal with Emerging Social Issues	March 27, 2017 8:30 AM – 3:15 PM Iselin, NJ	\$125.00 + mileage
Christie Kerslake	Better to Respond to School Medical Emergencies	April 27, 2017 8:00 AM – 3:00 PM Cherry Hill, NJ	\$249.00 + mileage
Annette Marker, Patt Sweeney, Sue Rost, Pat Wilson	School Law for Administrative Assistants	April 27, 2017 9:00 Am – 1:00 PM Monroe Twp., NJ	\$100.00 ea. + Mileage
Sean McCarron	NJASBO Audit Program Update and Miscellaneous Financial Issues	April 27, 2017 Mt. Laurel, NJ	\$75.00 + mileage
Sean McCarron	NJASBO 55 th Annual Conference	June 8, 2017 Atlantic City, NJ	\$150.00 + mileage

3. Payment of Bills (Bills Lists attached)

ACCOUNT PERIOD/BATCH #	TOTAL AMOUNT
Bills List #1 – Payroll 02/15/17	\$ 379,276.25
Bills List #2 – Payroll 02/28/17	\$ 381,978.75
Bills List #3 – Batch #63	\$354,337.49
Bills List #4 – N/A	\$0.00
Bills List #5 –	\$169,293.10
Cafeteria – Batch #60	\$16,353.37
TOTAL	\$1,301,238.96

4. Approve the revised IDEA contract for services and related costs for St. Teresa School (non public) for the 2016-2017 school year to include the carry over amount of \$2,443 to be used for OT/PT services.

5. Approve contract with Gloucester County Special Services School District for SID# 3987664699 (1:1 aide).

6. Approve South Jersey Energy (SJE) to purchase natural gas through ACES (Alliance for Competitive Energy Services) Bid Cooperative Pricing System from March 2017 through December 2018 (21 month contract term).

7. Approve contract with Cumberland Therapy Services, LLC for a Paraprofessional through the last regular school day in June, 2017 @ \$30/hour.

8. WHEREAS, the board of education shall annually prepare and submit a budget to the executive county superintendent for approval:

BE IT RESOLVED that the Runnemede Board of Education approves the 2017-2018 school district budget for submission as follows:

	<u>Budget</u>	<u>Local Tax Levy</u>
General Fund	\$13,658,692	\$7,176,525
Special Revenue Fund	\$ 547,937	\$ 0
Debt Service	\$ 0	\$ 0
	\$14,206,629	\$7,176,525

BE IT RESOLVED, that the district, in accordance with N.J.A.C. 6A:23B-1.2(b) – Travel and Related Expense Reimbursement, has adopted policies which provide that the Board of Education shall establish in the annual school budget a maximum expenditure amount that may be allotted for such travel and expense reimbursement for the 2017-2018 school year. The Board of Education hereby establishes the school district travel maximum for the 2017-2018 school at the sum of \$20,000. The School Business Administrator shall track and record these costs to ensure that the maximum amount is not exceeded.

BE IT FURTHER RESOLVED, that in accordance with N.J.A.C. 6A:23A-9.3(c)14, that the Board of Education has provided a maximum amount for public professional services as follows:

Attorney	\$30,000
Auditor	\$18,676
Architect	\$ 5,000

9. Approve development of the 2017 Summer Program to be operated by the Runnemedede School District.

ROLL CALL VOTE: 7 Yes 0 No 0 Abstain 2 Absent

D. CURRICULUM – A motion was made by Patricia Adair and seconded by Naomi Davidson to approve the following on the recommendation of the Superintendent:

1. Homebound Instruction for Student #6847236573 beginning February 21, 2017 and ending March 17, 2017.
2. Approve piloting the Multiple Disabled report card for the remainder of the 2016 – 2017 School Year
3. Homebound Instruction for Student #2145702609 Beginning March 7, 2017 for approximately six weeks.

ROLL CALL VOTE: 7 Yes 0 No 0 Abstain 2 Absent

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

1. Donation of \$18.00 worth of Box Tops for Downing School from GFWC Woman's Club to be used to maintain the Butterfly Garden at Downing School.
2. HIB Report as reported by the HIB Coordinator
3. Policies/Regulations for First Reading:
 - 00.01 Introduction (M) (Revised)
 - 00.02 Introduction (M) (Revised)
 - 00.03 Introduction (M) (Revised)
 - P 2320 Independent Study Program (Abolish)
 - P2415.06 Unsafe School Choice Option (M) (Revised)
 - P & R2460 Special Education (M) (Revised)
 - R2460.1 Special Education – Location, Identification, and Referral (M) (Revised)
 - R2460.8 Special Education – Free and Appropriate Public Education (M) (Revised)
 - R2460.9 Special education – Transition from Early Intervention Programs to Preschool Programs (M) (Revised)
 - R2460.15 Special Education – In-Service Training Needs for Professional and Paraprofessional Staff (New)
 - R2460.16 Special Education – Instructional Material to Blind or Print-Disabled Students (M) (No-Revision Required/Readopt)
 - P2464 Gifted and Talented Students (M) (Revised)
 - P2467 Surrogate Parents and Foster Parents (M) (Revised)
 - P2622 Student Assessment (M) (Revised)
 - P & R3160 Physical Examination (M) (Revised)
 - P & R4160 Physical Examination (M) (Revised)

P & R5116 Education of Homeless Children (Revised)
P8350 Records Retention (New)

4. Updated Calendar for 2016 – 2017 School Year
5. Calendar for the 2017 – 2018 School Year
6. Mr. Bonora to collect donations of old Android or IOS phones to help take students on virtual reality based field trips via Google expeditions.

As per Policy 0145 Maria Panzarella asked that Joseph Impagliazzo be removed from the board. He has missed two meetings and would like to remove him at the next meeting. Charles Buchheim reiterated sentiments that Joseph Impagliazzo tries his best but supports decision to remove him.

ROLL CALL VOTE: 7 Yes 0 No 0 Abstain 2 Absent

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

Eleanor Kelly thanked Dr. McCarron for his hard work with the budget and commended Mr. Iannucci for his vision being implemented.

Arlene Anderson asked that we review the Athletic Policy to remove 5th grade from athletics and only include 6th-8th grade. Maria Panzarella feels it's a safety issue.

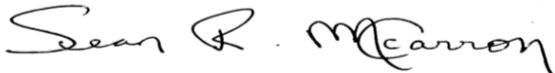
XVI. Executive Session - student, personnel, legal, or contractual matters (when needed) - None

XVII. Board Meetings -

Reminder: Next regular BOE meeting date: April 25, 2017

XVIII. Adjournment – A motion was made by Maria Panzarella and seconded by Patricia Adair to adjourn the meeting at 8:15pm. All members were in favor.

Respectfully Submitted



Sean R. McCarron, Ed.D.