

**BOARD OF EDUCATION  
RUNNEMEDE PUBLIC SCHOOL DISTRICT**

Mary Volz School Library  
April 25, 2017

*7:00 p.m. Public Hearing  
Regular Meeting to Immediately Follow*

**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 7:05 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>	PRESENT	ABSENT
	Patricia Adair (7:25 pm)	Arlene Anderson
	Angel Beebe	Joseph Impagliazzo
	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  
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 meetings:

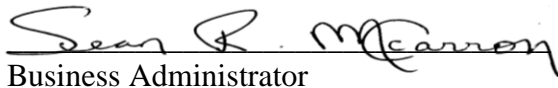
1. Regular Meeting – March 21, 2107

ROLL CALL VOTE:           6 Yes           0 No           0 Abstain           3 Absent

- V. Financial Report – Period Ending March 31, 2017** – A motion was made by Amy Farry 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 *March*. 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 *March*. The Treasurer’s and Secretary’s report are in agreement for the month of *March* 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

April 25, 2017  
Date

ROLL CALL VOTE:            6 Yes            0 No            0 Abstain            3 Absent

- VI. Presentations** – Bingham & Downing Third Grade Students presented Science Fair projects. Ms. Ambrose’s students presented a short film. Ms. Ambrose’s students passed out cake pops to administration and members of the board.
- VII. Correspondence** – Mr. Buchheim sent a letter to Michael Bloomberg to build a new school. Mrs. Spaulding announced Mr. Impagliazzo’s resignation.
- VIII. Recognition of Citizens - Public Comments on Agenda Items Only**
- IX. Secretary / Curriculum Report** – Dr. McCarron discussed testing, budget, curriculum and review of Mr. Iannucci’s evaluation due by May 19, 2017.
- X. Superintendent’s Report** – Mr. Iannucci discussed his monthly report, specialized camps and summer program. He spoke about kindergarten orientation and presented on sustainable schools. Naomi Davidson was presented with an award for Certified Board Leader and Charles Buchheim was presented with an award for Master Board Member.

## XI. Principals' Reports

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

SCHOOL	TYPE OF DRILL	DATES	DURATION
BINGHAM	Fire Drill	March 20, 2017	2 minutes
	Active Shooter	March 28, 2017	2 minutes
	Bus Evacuation	March 22, 2017	1 minute
DOWNING	Fire Drill	March 20, 2017	2 minutes
	Active Shooter	March 28, 2017	5 minutes
	Bus Evacuation	March 23, 2017	1.5 minutes
VOLZ	Fire Drill	March 9, 2017	3 minutes 2 seconds
	Active Shooter	March 30, 2017	2 minutes 53 seconds
	Bus Evacuation	March 23, 2017	

Angel Beebe asked why Downing had a higher time for active shooter. Mrs. Yezzi explained that they are practice and she won't stop until it's correct.

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

## XII. Other Reports

A. PTA Report – Basket Auction is this Friday night.

B. Committee Reports

- Camden County Educational Services Commission – Mr. Buchheim provided report from his meeting.
- NJSBA Report
- Black Horse Pike Regional School District
- Negotiations
- Zoning Board – Runnemede approved hiring a firm to bring businesses to the Black Horse Pike
- Mr. Buchheim complimented Mr. Silva and staff on Reality Fair

## XIII. Unfinished Business

XIV. **Executive Session - student, personnel, legal, or contractual matters** – A motion was made by Patricia Adair and seconded by Charles Buchheim to enter executive session at 8:09 pm.

### RESOLUTION

**WHEREAS**, while the Sen. Byron M. Baer Open Public Meetings Act (N.J.S.A. 10:4-12 et seq.) requires all meetings of the Runnemede School District, Board of Education to be held in public, N.J.S.A. 10:4-12(b) sets forth nine types of matters that may lawfully be discussed in Executive Session," i.e. without the public being permitted to attend; and

**WHEREAS**, the Runnemede Public School District, Board of Education has deemed it necessary to go into closed session to discuss certain matters which are exempted from the Public; and

**WHEREAS**, the nine exceptions to public meetings set forth in N.J.S.A. 10:4-12(b) are listed below, and next to each exception is a box within which the number of issues to be privately discussed that fall within that exception shall be written, and after each exception is a space where additional information that will disclose as much information about the decision as possible without undermining the purpose of the exception shall be written.

**NOW, THEREFORE, BE IT RESOLVED** that the Runnemede Public School District, Board of Education will go into closed session for the following reason(s) as outlined in N.J.S.A. 10:4-12(b):

- \_\_\_\_\_ Any matter which, by express provision of Federal Law, State Statute or Rule of Court shall be rendered confidential or excluded from discussion in public
- \_\_\_\_\_ Any matter in which the release of information would impair a right to receive funds from the federal government;
- X** Any matter the disclosure of which constitutes an unwarranted invasion of individual privacy such as any records, data, reports, recommendations, or other personal material of any educational, training, social service, medical, health, custodial, child protection, rehabilitation, legal defense, welfare, housing, relocation, insurance and similar program or institution operated by a public body pertaining to any specific individual admitted to or served by such institution or program, including but not limited to information relative to the individual's personal and family circumstances, and any material pertaining to admission, discharge, treatment, progress or condition of any individual, unless the individual concerned (or, in the case of a minor or incompetent, his guardian) shall request in writing that the same be disclosed publically; **(Student Matter)**
- \_\_\_\_\_ Any collective bargaining agreement, or the terms and conditions of which are proposed for inclusion in any collective bargaining agreement, including the negotiation of terms and conditions with employees or representatives of employees of the public body
- \_\_\_\_\_ Any matter involving the purpose, lease or acquisition of real property with public funds, the setting of bank rates or investment of public funds where it could adversely affect the public interest if discussion of such matters were disclosed;
- \_\_\_\_\_ Any tactics and techniques utilized in protecting the safety and property of the public provided that their disclosure could impair such protection;
- \_\_\_\_\_ Any investigations of violations or possible violations of the law;
- \_\_\_\_\_ Any pending or anticipated litigation or contract negotiation in which the public body is or may become a party. Any matters falling within the attorney-client privilege, to the extent that confidentiality is required in order for the attorney to exercise his ethical duties as a lawyer;
- X** Any matter involving the employment, appointment, termination of employment, terms and conditions of employment, evaluation of the performance, promotion or disciplining of any specific prospective public officer or employee or current public officer or employee employed or appointed by the public body, unless all individual employees or appointees whose rights could be adversely affected request in writing that such matter or matters be discussed at a public meeting; **(17-18 Renewal)**
- \_\_\_\_\_ Any deliberation of a public body occurring after a public hearing that may result in the imposition of a specific civil penalty upon the responding party or the suspension or loss of a license or permit belonging to the responding party as a result of an act of omission for which the responding party bears responsibility;

**WHEREAS**, the length of the Executive Session is undetermined; however, the Runnemede Public School District, Board of Education will make every attempt to estimate the time of the session prior to convening the session after which the public meeting shall reconvene after 30 minutes and the Runnemede Public School District, Board of Education will proceed with business.

**NOW, THEREFORE, BE IT RESOLVED**, that the Runnemede Public School District, Board of Education will go into Executive Session for only the above stated reasons;

**BE IT FURTHER RESOLVED** that the Runnemede Public School District, Board of Education hereby declares that its discussion of the aforementioned subject(s) may be made public at a time when the Runnemede Public School District, Board of Education attorney advises that the disclosure of the discussion will not detrimentally affect any right, interest or duty of the school district or any other entity with respect to said discussion.

**BE IT FURTHER RESOLVED** that the Runnemede Public School District, Board of Education, for the aforementioned reasons, hereby declares that the public is excluded from the portion of the meeting during which the above discussion shall take place and hereby directs the board secretary to take the appropriate action to effectuate the terms of this resolution.

**BE IT FURTHER RESOLVED** that the Board Secretary on the next business day following this meeting, shall furnish a copy of this resolution to any member of the public who requests one at the fees allowed by N.J.S.A. 47:1A-1 et seq. Action on any item may or may not be taken in Open Session at the conclusion of the Executive Session.

ROLL CALL VOTE:                    6 Yes                    0 No                    1 Abstain                    2 Absent

**Return to Public Session** – A motion was made by Maria Panzarella and seconded by Patricia Adair to return to open session at 8:27 pm.

**XV. New Business**

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

1. Facility Use

FACILITY	USER	PURPOSE	DATE	TIME
Mary Volz Library	Child Study Team	CHADD (speaker for ADHD)	5/25/17	6:00 p.m.

2. Field Trips

Location	Purpose	Date	Students	Advisor	Transportation
Mary Volz School	Planting at Volz	4/6/17	Bingham 2 <sup>nd</sup> Grade	Diane Torriero	Students will walk to Volz
Bingham Elementary School	Observe and Assist Maintenance Staff	4/28/17	7 <sup>th</sup> and 8 <sup>th</sup> Grade MD Students	Alex Taliaferro	Students will walk to Bingham

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

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

- Tina Londino as Long-Term Substitute Step 1, Teacher BA beginning March 31, 2017 to June 30, 2017
- Mary Siravo as AM Pre-K Teacher as needed, Salary Pro-rated.
- Reappointment of Tenured Certified Staff

It is recommended that the following tenured staff members be reappointed for the 2017-2018 school year beginning 09/01/2017, as per REA Agreement:

Staff Member	Position	Staff Member	Position
Ambrose, Kristen	Teacher	Maitag, Lisa	Teacher
Anderson, Devon	Teacher	Majewski, Jennifer	Teacher
Ayusa, Christina	Teacher	Mannino, Alfie	Teacher
Burpulis, Marisa	Teacher	Marakovits, Scott	Teacher
Callahan, Kristin	Counselor	Marchiano, Kathleen	Teacher
Carroll-Kline, Lori	Teacher	Martin, Michael	Teacher
Carson, Kelly	Teacher	Martinez, Melinda	Teacher
Clancy, Shawn	Teacher	McFarland, Nancy	Teacher
Clark, Robin	Teacher	Michell, Kevin	Teacher
Clements, Karen	Teacher	Michell, Lee Ann	Teacher
DeFeo, Jacqueline	Teacher	Moore, Mary	Teacher
DiMatties, Michelle	Social Worker	Passarella, Kari	Teacher
Duffield, Christine	Teacher	Ralston, Melissa	Teacher

Dutkin, Jamie	Teacher	Ralston, Michael	Teacher
Eib, Samantha	Teacher	Razavi, Kimberly	Teacher
Ems, Carrie	Teacher	Root, Kayleigh	Teacher
Engelhart, Karen	Teacher	Ryan, Valerie	Teacher
Fanz, Barbara	Teacher	Schreiber, Linda	Teacher
Feldman, Karen	Nurse	Seckinger, Laura	Teacher
Fisher, Cheryl	Teacher	Sirolli, Lorraine	Teacher
Greenwood, Joan	Teacher	Summerfield, Cathleen	Teacher
Guzik, Alexis	Teacher	Taliaferro, Alex	Teacher
Hamer, Jill	Teacher	Torres, Angela	Teacher
House, Shannon	Teacher	Torriero, Diane	Teacher
Hummel, Tracey	Teacher	Vesey, Sandra	Teacher
Karaska, Jennifer	Teacher	Vena, Janine	Teacher
Kerslake, Christie	Nurse	Vonderstuck, Christine	Teacher
Kline, Michael	Teacher	Whipple, Christian	Teacher
Kozuhowski, Marie	Teacher	Zimmerman, Janice	Teacher
Maatje, Melissa	Teacher	Zimmerman, Mary	Teacher

#### 4. Reappointment of Non-Tenured Certified Staff

It is recommended that the following non-tenured staff members completing their **third** year in the district be reappointed for the 2017-2018 school year beginning 9/1/2017, as per REA Agreement:

Staff Member	Position	Staff Member	Position
Austin, Melissa	Teacher	Ritchie, Regina	Teacher
Bonora, Stephen	Teacher	Tait, Erica	Teacher

#### 5. Reappointment of Non-Tenured Certified Staff

It is recommended that the following non-tenured staff members completing their **second** year in the district be reappointed for the 2017-2018 school year beginning 9/1/2017, as per REA Agreement:

Staff Member	Position	Staff Member	Position
Carroll, Julie	Teacher	Monico, Annemarie	Teacher
Kehler, Elizabeth	LDTC	Nicoletto, Teresa	Teacher
McCoy, Shaena (04/04/16)	Nurse		

#### 6. Reappointment of Non-Tenured Certified Staff

It is recommended that the following non-tenured staff members completing their **first** year in the district be reappointed for the 2017-2018 school year beginning 9/1/2017, as per REA Agreement:

Staff Member	Position	Staff Member	Position
Auletto, Frank	Teacher	Mazzone, Amanda	Teacher
Eaton, Lauren	Counselor	McGee, Courtney	Teacher
Ehler, Gina	Teacher	O'Brien, Bailey	Teacher

Folsom, Lindsey	Teacher	Ordile, Ashley	Teacher
Giesen, Brandon (10/24/16)	Teacher	Siravo, Mary (0.5)	Teacher
Kratchwell, Michael	Teacher	Smith, Samantha	Teacher

7. Employee #754 for unpaid Maternity Leave

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

C. **FINANCE** – A motion was made by Maria Panzarella and seconded by Angel Beebe 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 – *March*  
Cash Report – *March*  
Receipt Report – *March*  
Treasurer’s Report – *March*  
Board Secretary’s Report – *March*
2. 2017-2018 Budget Approval

**BE IT RESOLVED** to approve the Runnemede Board of Education budget for the FY 2017-2018 school year as follows:

APPROPRIATIONS		REVENUES	
Fund 10 Appropriations	13,658,692	Budgeted Fund Balance	847,742
		Local Tax Levy (2% increase)	7,176,525
		Other Local Governments-Unrestricted	20,000
		Tuition	7,500
		Transportation	20,000
		Misc	1,791
		SEMI	22,691
		State Aid	4,912,443
		Withdraw from Capital Reserve	355,000
		Withdraw from Maintenance Reserve	145,000
		Transfers from other Funds	150,000
<b>Total General Fund</b>	<b>13,658,692</b>	<b>General Fund Revenue</b>	<b>13,658,692</b>
NP 192/193	155,542	NP 192/193	155,542
Pre-K	0	Pre-K Tuition	-
NCLB Title I & II	175,779	NCLB Title I & II	175,779
IDEA Basic & PK	216,616	IDEA Basic & PK	216,616
Local Projects	0	Local Projects	-
<b>Total Fund 20</b>	<b>547,937</b>	<b>Special Revenue</b>	<b>547,937</b>
<b>TOTAL BUDGET</b>	<b>14,206,629</b>	<b>TOTAL REVENUES</b>	<b>14,206,629</b>

## 3. Professional Development Workshops

NAME	WORKSHOP/CONFERENCE	DATE(S)/TIME	COST
Bailey O'Brien	Wilson 3 Day Training – TCNJ College of NJ	April 10 <sup>th</sup> , 11 <sup>th</sup> , 12 <sup>th</sup> 9:00 AM – 3:00 PM	\$675.00 + Mileage
Kathy Marchiano & Christina Ayusa	Practical Strategies to Differentiate your Math Instruction using Small Group Instruction and Math Learning Centers (K-2)	May 24, 2017 8:30 AM – 3:15 PM	\$245.00 + Mileage
Sean McCarron Steve Pili Jade Yezzi	edTPA: Professional Development Workshop: Session 1: Deep, Dive, Academic Language Session 2: Local Evaluation Session 3: Curriculum Inquiry and Embedding Signature Assignments & Assessments	May 22, 2017 9:00 AM – 3:00 PM	0 Mileage
Patty Adair	Sustainability – Green Steam – STEM the Arts and Sustainability	April 29, 2017	\$99.00 + Mileage
Patty Adair	Sustainability Leadership Conference	May 24, 2017	\$99.00 + Mileage

## 4. Payment of Bills (Bills Lists attached)

ACCOUNT PERIOD/BATCH #	TOTAL AMOUNT
Bills List #1 – Payroll 03/15/17	\$ 392,838.58
Bills List #2 – Payroll 03/30/17	\$ 385,112.77
Bills List #3 – Batch #63	\$333,666.96
<b>Bills List #4 – Batch #64</b>	<b>\$22,877.82</b>
Bills List #5 –	\$21,651.43
Cafeteria – Batch #60	\$19,198.97
<b>TOTAL</b>	<b>\$1,175,346.53</b>

5. Approve providing transportation to the Black Horse Pike Regional School District on Saturday, May 13, 2017 and to be invoiced as listed:
  - 5/13/17 Triton HS to Scotland Run Golf Course -- \$208 (Little Bus)
6. REVISED contract with Durand, Inc. to provide educational services to SID#5910141622 resuming April 3, 2017, until the end of the school year.
7. Approve the following membership resolution with the Camden County Elementary League to participate in interschool athletic programs sponsored by the Camden County Elementary League:

**RESOLVED**, Runnemede School District as a member of the Camden County Elementary League to participate in the approved interschool athletic program sponsored by the Camden County Elementary League.

This resolution to continue in effect until or unless rescinded by the Board of Education and shall be included among those policies adopted annually by the Board. In adopting this resolution, the Board of Education adopts as its own policy and agrees to be governed by, the Constitution Bylaws and Rules and Regulations of the Camden County Elementary League.



Administrative responsibility—The League must rely upon the voluntary compliance by its member schools in enforcing the standards set forth in the Bylaws and Constitution. Toward that end, the principal in each member school has the affirmative obligation to report to the Camden County Elementary League any violations of these standards. The fact that a school has disclosed that there has been an eligibility violation will not relieve the affected school of sanctions that may be imposed against it, pursuant to Article XIII of the Bylaws, including forfeiture of games or events. However, the failure to disclose a violation may be grounds for imposing additional sanctions upon the offending school.

This resolution also incorporates the following State Statutes relating to all athletic activities approved by the Board:

1. Athletic Personnel Refer to N.J.A.C. 6:29-3.3
2. Athletic Personnel Refer to N.J.A.C. 6A:32-4.7
3. Janet’s Law Refer to C. 18A:40-41A to 18A:40-41C
4. NJSIAA – Concussion Policy and Guidelines-Public Law 2010 Chapter 20

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

**D. CURRICULUM**— A motion was made by Amy Farry and seconded by Maria Panzarella to approve the following on the recommendation of the Superintendent:

1. Course Approval “*Research Seminar in Special Education*” for Jennifer Majewski, September 5, 2017 – December 21, 2017 (Fall 2017)
2. Course Approval “*Developmental Literacy*” and “*Methods and Issues in Teaching P3*” for Mary Siravo, May 30, 2017 to June 22, 2017 (Summer 2017)
3. Practicum Placement for 2017 – 2018 School Year **Scott Halliwell**, (Sandy Vesey & Michael Ralston), **Lauren Simmons**, (Christian Whipple)

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

**E. POLICIES/PUBLIC RELATIONS**— A motion was made by Maria Panzarella and seconded by Patricia Adair to approve the following on the recommendation of the Superintendent:

1. Donors Choose project fully funded “Over the Top Organizers” for Mrs. Clarks class \$150.00
2. HIB Report as reported by the HIB Coordinator

3. Policies/Regulations for Second 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. Job Description:

J-12 Custodian  
J-51 Maintenance

5. Submission of SOA for Comprehensive Equity Plan School Year 2017 – 2018 to County Office

6. Resignation of Joseph Impagliazzo

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

**XVI. Recognition of Citizens and Staff – non-agenda items**

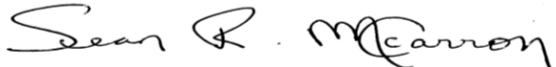
Pat Wilson expressed concern with changing the policy for sports. 4<sup>th</sup> grade is a foundation especially for field hockey.

**XVII. Board Meeting**

Reminder: Next regular BOE meeting date: May 30, 2017 @ 7:00 pm

**XVIII. Adjournment** - A motion was made by Patricia Adair and seconded by Naomi Davidson to adjourn the meeting at 8:15 pm. All members were in favor.

Respectfully Submitted



Sean R. McCarron, Ed.D.