

**BOARD OF EDUCATION
Runnemede, N.J.**

October 22, 2008

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 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. Meeting Called to Order at 8:10 p.m.

Sunshine Law:

The Runnemede Board of Education Meeting is called to order. The Board of Education is in compliance with the sunshine regulations. This meeting was appropriately advertised by notifying the Retrospect, as well as posting notices in Borough Hall, The Runnemede Post Office, Mary Volz School, Aline Bingham School and Grace Downing School.

II. Pledge of Allegiance

III. Roll Call of Board Members:

Debra Costello-present	Samantha Spaulding-present
Naomi Davidson-present	Robbin Spraggins-present
Margie Frasca-present	Lynn Torrillo-present
Frank Kelly-absent	John Wark-present
Colleen Kurth	

Also Present:

Nancy Ward, Superintendent of Schools
Kelly Peters, Business Administrator/Board Secretary
Marie Gallagher, Principal – Downing & Bingham Schools
Eric Hibbs, Principal – Mary Volz School

At 8:11 p.m. a Presentation of Math Programs by 7th and 8th grade teachers was given.

IV. Approval of Minutes at 8:25 p.m.

On a motion by Mrs. Davidson seconded by Mrs. Spaulding the following was approved:

- a. Recommend that the Board of Education approve the regular session and executive session minutes of the September 24, 2008 BOE Meeting.

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

V. Correspondence

Open Public Comment at 8:26 p.m.

Notation of Public Comments on Agenda Items

The Board President will recognize those individuals in the audience whom wish to comment on any action items on this Agenda. Please respect the following procedures:

1. Be recognized by Board President.
2. State your full name and address.
3. Identify the resolution/item number on which you wish to comment.
4. Wait to be recognized before you make your comment.
(just before the resolution is voted on)
5. Limit your comments to the specific resolution/items.
6. Limit your comments to (3) minutes per person.

Mrs. Maria Panzarella of 12 South Oakland Avenue asked about the pre-school program and its relationship to moving towards community schools.

Mrs. Ward stated that Pre-School will happen and it is not the reason why the Board asked to move to community schools.

Mrs. Jennifer Hicken of 824 N. Read Avenue asked whether the teachers had a meeting about moving to Community Schools.

Mrs. Ward stated that the teachers did have a meeting and were invited to the meetings that were held at each school.

VI. Special Presentations

- a. Presentation of the math program by 7th and 8th grade teachers presented at 8:11 p.m.
- b. QAAR 2008- was presented by Mrs. Ward
- c. Violence and Vandalism Report 2007-08 was presented by Mrs. Ward

VII. Reports

- a. Superintendent's Report- includes school calendars and Attendance Report (as attached)
- b. Business Administrator's Report (as attached)
- c. Principal's Reports (as attached)
- d. Nurse's Reports (as attached)
- e. Committee Reports
 - Finance- progress
 - Camden County Educational Services Commission Report (Costello)- attended second meeting and took a tour of the school.
 - NJSBA Report (Davidson)-as attached
 - Black Horse Pike (Kurth)- Mrs. Kurth attended the meeting where they talked about school uniforms.
 - Policy/Public Relations (Davidson)- as attached

VIII. Old Business

IX. New Business at 9:41 p.m.

On a motion by Mrs. Spaulding seconded by Mrs. Frasca the following was approved:

- a. Approve the following resolution upon the recommendation of the superintendent (Resolution #10-0-09) see attached:
QAAR for the 2007-08 school year
- b. Approve the following resolution upon the recommendation of the superintendent (Resolution #10-02-09) see attached:
Report of Violence and Vandalism for the 2007-08 school year.

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

c. **PROPERTY/TRANSPORTATION**

On a motion by Mrs. Frasca seconded by Mrs. Davidson the following was approved:

Approve the following upon the recommendation of the superintendent:

1. Resolution #10-05-09 Submission of Comprehensive Maintenance Plan.

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 attached document for the various school facilities of the Runnemede School District 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,

No Therefore Be It Resolved, that the Runnemede Board of Education hereby authorizes the School Business Administrator to submit the attached Comprehensive Maintenance Plan for the Runnemede Board of Education in compliance with Department of Education requirements.

2. Resolution #10-06-09 Approval for the Runnemede Board of Education to contract services through Camden County Educational Services Commission to transport out of district special education students for the 2008-2009 school year.

BE IT HEREBY RESOLVED that the Runnemede Board of Education has approved Camden County Educational Services Commission to provide the following services for the 2008-2009 school year:

Special Education Transportation
Non-Public Transportation
Aid in Lieu of Transportation

3. Approval to contract with Holcomb Bus Service Inc, to transport a homeless special education student from Voorhees, NJ to Volz School for \$70 per day for the period of September 29, 2008 to December 23, 2008. Total contract will be \$3,850.00.

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

d. PERSONNEL

On a motion by Mrs. Spraggins seconded by Mrs. Costello the following was approved:

Recommend that the Board of Education on the recommendation of the superintendent, approve the following:

1. Approve the attached list of substitutes who are employed by *Source4Teachers*, which we utilize when no one from our system is available.(see b-1)
2. Approve Mr. Nicholas Michielli, Mr. Angel DeRue, Lisa Kappatos, Brielle Bullock, Dana Rasmussen as substitute teachers for the 2008-2009 school year.
3. Approve the following substitute aides for the 2008-2009 school year:
 - Patricia McCollum
 - Ms. Mona Sparano
 - Simona Falasca
4. Approval to fund the salary of Pam Sullock, Downing School Basic Skills teacher in the amount of \$46,950 and benefits including TPAF and FICA in the amount of \$ 11,738 from NCLB Title I.
5. Recommend Board approval to establish the position of Early Childhood Supervisor for the purpose of supervision for the preschool program.

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

e. FINANCE

On a motion by Mrs. Spaulding seconded by Mr. Wark the following was approved:

I move on the recommendations of the Superintendent to approve the following:

1. Recommendation that the Board of Education that as of this date and 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 fund balance has been overspent in violation of N.J.A.C. 6:20-2.13(b), and that sufficient funds are available to meet the district's financial obligations as of this date.

September Bill List #1
 September Bill List #2
 October Bill List #1
 September Board Secretary's Report
 September Treasurer's Report
 Transfers (as attached)

2. Approval of tuition contracts for the following out of district special education placements:

Student ID	Location	Amount	Time Period
2114015178	Moorestown Township Public Schools	\$44,127.00	9/1/2008-6/30/2009
2043172384	GCSSD-OTO Teacher Assistant	\$4,200.00	7/1/2008-8/12/2008
5327375089	GSCCS-OTO Teacher Assistant	\$4,200.00	7/1/2008-8/12/2008
7813462374	Archbishop Damiano School	\$40,266	9/4/2008-6/30/2009

3. Tuition for a homeless student attending Washington Township Public Schools in the amount of \$12,463.00 for the 2008-2009 School year.
4. Approval to submit the 2009 NCLB Entitlement Grant (as attached) .
5. Approval to submit the Pre-School Expansion Program Five Year Plan (as attached).
6. Approval to submit the 2009 IDEA Grant (as attached).
7. Approval of professional development (as attached).
8. Approval of purchasing manual as attached.

9. Approval for the following signatures on the following accounts:

Account Name	Signatures Required	Signer	Signer	Alternate
Bingham Student Activities	2	Marie Gallagher, Principal	Nancy Ward, Superintendent	Kelly Peters, Business Administrator
Downing Student Activities	2	Marie Gallagher, Principal	Nancy Ward, Superintendent	Kelly Peters, Business Administrator
General Account	3	Colleen Kurth, President	Kelly Peters, Business Administrator/Board Secretary	Christi Melfi, Treasurer
Payroll	1	Christi Melfi, Treasurer		
Agency	1	Kelly Peters, Business Administrator/Board Secretary		
Lunch Account	2	Lucy Brooks, Food Service Director	Kelly Peters, Business Administrator/Board Secretary	
Unemployment	1	Kelly Peters, Business Administrator/Board Secretary		
Mary Volz Student Activities	2	Eric Hibbs, Principal	Nancy Ward, Superintendent	Kelly Peters, Business Administrator
Administration	2	Dorothy Bovio, Superintendent's Secretary	Nancy Ward, Superintendent	Kelly Peters, Business Administrator

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

f. CURRICULUM at 9:50 p.m.

On a motion by Mrs. Spraggins seconded by Mrs. Costello the following was approved:

Recommend that the Board of Education on the recommendation of the Superintendent, approve the following:

1. Special Education Report (*see attached*)
 - Approve homebound instruction (medical) for CV
2. Approve the following field trips:
 - Duffield's Farm – Preschool – 10/24/08
 - Paws Farm Nature Center - Preschool – 11/14/08
 - Garden State Discovery Museum – Preschool – 1/30/09
 - Commerce Bank Center – 1st Grade (B & D) – 5/28/09
3. Approve MaryJane Ruggles' contract (\$37,500) as *Literacy Learning Coach* for the 2008-09 school year (see attached e-3). Mrs. Ruggles continues to support the implementation of the literacy program grades K-6. The contract amount is funded by NCLB Title IIA.

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

g. POLICIES/PUBLIC RELATIONS

On a motion by Mrs. Spaulding seconded by Mrs. Frasca the following was approved:

1. Second Reading of the following policies:

1100
3220/3230
3326
3327
4112.8
3541.32
4212.8

2. Letter from M. DiMatties to hold the 2008-2009 Holiday Drive.
3. Approval for Bingham and Downing students to collect pennies for Playgrounds (see attached).
4. Runnemedede staff collected \$475.00 (Lee Denim Day) toward the fight again breast cancer

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

10. P.T.A. Update- progress

11. Public Comments (on any item)

Audience Recognition and Public Comment

The public is reminded that all public complaints against a district employee must be made through a specific grievance process.

A description of this process may be found in BOE policy (File Code 1312). This policy is available upon request in the office of the Board Secretary.

Any individual naming an employee in a complaint before the Board of Education, without the employee's permission, could be cited for violating that employee's civil and contractual rights.

No public comments at this time

12. Executive Session to discuss personnel and student matters.

On a motion by Mrs. Costello seconded by Mrs. Torrillo the following was approved:

Resolved that pursuant to Section 8 of the Public Meetings Act, the public shall be excluded from that portion of the meeting involving the discussion of personnel, legal and contractual matters. Further resolved that discussion of such subject matters discussed in Executive Session can be disclosed to public, upon official action, if any, at the conclusion of the executive session, or at a public session at some later date.

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

13. Return to Public Session at 10:30 p.m.

On a motion by Mrs. Spaulding seconded by Mrs. Costello the following was approved:

Motion to approve three days bereavement for the employee discussed in Executive Session.

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

14. Adjournment or Recess-

On a motion by Mr. Wark seconded by Mrs. Torrillo the meeting was adjourned at 10:30 p.m.

Respectfully Submitted,

Kelly A. Peters
Board Secretary