

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

MINUTES

December 17, 2008

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

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-absent
Margie Frasca-present	Lynn Torrillo-present
Frank Kelly-absent	John Wark-present
Colleen Kurth-Present	

Also Present:

Nancy Ward, Superintendent of Schools
Kelly Peters, Business Administrator/Board Secretary
Mark Iannucci, Vice Principal Volz School

Douglas McGarry, Buildings and Grounds Supervisor
 Derlys Gutierrez, Special Counsel

Mrs. Spraggins arrived at 8:04 p.m.

IV. Approval of Minutes

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 minutes of the November 13, 2008 BOE Meeting.
- b. Recommend that the Board of Education approve the executive session minutes of the November 19, 2008 BOE Meeting.
- c. Recommend that the Board of Education approve the regular session minutes of the November 19, 2008 BOE Meeting.

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

V. Correspondence

- a. Letter of resignation from Mary Volz School Principal, Eric Hibbs
- b. Letters of support for Mark Iannucci from Volz Staff

VI. Special Presentations- at 8:05 p.m by Strauss Esmay

Mr. Philip Nacastro and Mrs. Sandy Nacastro gave a presentation on the services that Strauss Esmay could provide to the district

VII. Open Public Comment

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.

VIII. Reports

- a. Superintendent's Report- includes school calendars and Attendance Report (as attached)
- b. Business Administrator's Report (as attached)
- c. Principal's Reports
- d. Nurse's Reports
- e. Committee Reports
 - Property/Transportation- Mr. Wark stated the committee met prior to the board meeting this evening. Discussion on a building project at Downing school that will address ADA accessibility.
 - Camden County Educational Services Commission Report (Costello)- Mrs. Costello stated there was a meeting on 12/3/2008 meeting was very brief.
 - NJSBA Report (Davidson)- gave report
 - Black Horse Pike (Kurth)- Mrs. Kurth stated business as usual at BHPR.

IX Old Business- No old business

X. New Business

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

a. **PROPERTY AND TRANSPORTATION**

1. Boys and Girls Basketball Schedules as attached.
2. St. John of God Schedule as attached.

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

b. **PERSONNEL**

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

Approve the following on the recommendation of the superintendent:

1. Accept the resignation of Eric Hibbs, commencing December 31, 2008.

2. Approve the following Board Members to attend the Regionalization / Consolidation Meeting being sponsored by the Camden County School Boards Association on January 14, 2009. There is no cost for this program. (Spraggins, Costello, Davidson)
3. Approve the following substitutes:
Jennifer Storer, Anthony Patrizi, David Townsend, Michael Ralston. (custodial sub – Joseph Simpkins)
4. Approve Mr. Joseph Simpkins at Substitute Custodian pending background check at a rate of \$9.00 per hour from December 18, 2008 until June 30, 2009.
5. Approve payment of accumulated and earned vacation time to E. Hibbs upon termination of employment December 31, 2008 in the amount of \$387.50 per vacation day and \$100 per personal day pro-rated. Total amount not to exceed \$5,978.75 (15.3 vacation days, .5 personal days).

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

On a motion by Mrs. Torrillo seconded by Mrs. Costello the following item was tabled until after executive session this meeting.

6. Approve (candidate paperwork will be provided on Wednesday 12/17) as interim principal for the period of time required to contract new administration for Volz School.
7. Approve Michele Ferner as Interim Principal commencing January 5, 2009 until June 30, 2009 at a rate of \$425/day (see attached contract)

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

On a motion by Mr. Wark seconded by Mrs. Spaulding the following was tabled until after executive session this meeting:

8. Approval of unpaid leave of absence for Christi Melfi, Treasurer for the time period of December 19, 2008 until March 2, 2009. See Attached Letter

9. Approval of Joyce Pinto, Borough Clerk for the time period of January 1, 2008 through February 28, 2009 in the amount of \$247.25 per month, for two months not to exceed \$494.50.

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

c. FINANCE

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

Approve the following on the recommendation of the superintendent:

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.

November Bills List: \$975, 401.01
December Bills List: \$653, 255.69
Board Secretary's Report
Treasurer's Report
Transfers (as attached)
2. Acceptance of Notice of Award for IDEA Grant 2008-2009 School Year in the amount of \$236,372 (basic) and \$11,729 (pre-school). Final approval of grant on 12/2/2008.
3. Resolution Number 12-01-09 to participate in the Alliance for Competitive Energy Services (ACES) program Cooperative Pricing System id#E8801-ACESCPS, to purchase natural gas.
4. Resolution Number 12-02-09 to participate in the Alliance for Competitive Energy Services (ACES) program. To purchase Electrical Generation Services.
5. Resolution Number 12-03-09 acceptance of 403B plan document required by January 1, 2009. OMNI will be our third party administrator for 403B accounts and requirements.

6. Agreement with Protocall staffing agency for the purpose of providing substitute school nurses as needed at a rate of \$55.46 per hour.
7. Contract with Bayada Agency for the purpose of providing substitute school nurses as needed at a rate of \$55.00 per hour.
8. Revised ASSA per the ASSA audit conducted by Bowman Auditors.
9. Professional development as follows:
 - A. Nancy Ward to attend the NJASCD Annual State Conference on January 29, 2009 in Windsor, NJ no cost to attend.
 - B. Michelle Dimatties to attend Chronological Assessment of Suicide Events CASE Approach on March 16, 2009 at the Richard Stockton College in Pomona, NJ, no cost to attend.
 - C. Marie Kozuhowski to attend Literacy Coach/Reading Specialist on January 27, 2008 in Voorhees, NJ cost to attend is \$199.00.
 - D. Nancy Bada to attend Resolving Chronic Misbehavior at School and Home on January 22, 2009 in Cherry Hill, NJ at a cost of \$189.00
 - E. Lori Carroll to attend State Testing Workshop NJASK strategies on January 13, 2009 at Rowan University at a cost of \$125.00
 - F. Kelly Carson to attend Workshop Three- NJASK strategies on January 14, 2009 at Rowan University at a cost of \$125.00
 - G. Marianna Mounier to attend BER Workshop on January 16, 2009 to help Speech-Language Pathologists better meet student needs. Cost. \$199.00

- H. Marie Kozuhowski to attend Rutgers Annual Midwinter Writing Conference on February 17, 2009. Cost \$55.00
10. Agreement for Physician Services, appoint Mr. Ashok Patel, MD for the period of July 1, 2008 through June 30, 2009 at a rate of \$5,554
11. Approve Michelle DiMatties to attend Trauma and Grief in Youth Seminar on February 12, 2009 at the Cumberland County College. There is no cost to attend.

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

The Board discussed the Interlocal Services agreement with Ms. Peters and Mrs. Ward.

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

12. Interlocal Services Agreement with the Borough of Runnemede (as attached) contingent upon review of our attorney and approval by the Borough

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

d. CURRICULUM

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

Approve the following on the recommendation of the superintendent:

1. Special Education Report (*see attached*)
2. Approve the following field trips (*see attached*)

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

10. P.T.A. Update- nothing to report
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.

Mrs. Patricia Wilson commented on the possible building project.

12. Executive Session to discuss legal matters, contractual matters, personnel matters at 9:25 p.m. on a motion by Mrs. Davidson seconded by Mr. Wark

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 10:55 a.m.

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

Authorization to Garrison Architects to prepare the necessary NJDOE Level 1 grant application for the addition at Grace Downing Elementary School. The district also authorized Garrison Architects to amend the district's LRFP to include this project.

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

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

Authorization for the Business Administrator to enter into a contract on behalf of the district with Strauss Esmay LLP.

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

Items Previously Tabled:

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

1. Approve (candidate paperwork will be provided on Wednesday 12/17) as interim principal for the period of time required to contract new administration for Volz School.
2. Approve Michele Ferner as Interim Principal commencing January 5, 2009 until June 30, 2009 at a rate of \$425/day (see attached contract)

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

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

1. Approval of unpaid leave of absence for Christi Melfi, Treasurer for the time period of December 19, 2008 until March 2, 2009. See Attached Letter
2. Approval of Joyce Pinto, Borough Clerk for the time period of January 1, 2008 through February 28, 2009 in the amount of \$247.25 per month, for two months not to exceed \$494.50.

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

14. The meeting was adjourned at 11:00 p.m. on a motion by Mrs. Spaulding seconded by Mrs. Costello.

Respectfully Submitted,

Kelly A. Peters
Board Secretary