

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

March 25, 2009

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 7:02 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-absent	Samantha Spaulding-absent
Naomi Davidson-present	Robin Spraggins-present
Margie Frasca-present	Lynn Torrillo-present
	John Wark-present

Colleen Kurth-present

Also Present:

Nancy Ward, Superintendent of Schools
 Kelly Brazelton, Business Administrator/Board Secretary
 Marie Gallagher, Principal – Downing & Bingham Schools
 Michele Ferner, Interim Principal – Mary Volz School

IV. Approval of Minutes

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

- a. Recommend that the Board of Education approve the regular session and executive session minutes of the February 25, 2009 BOE Meeting.

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

V. Special Presentations- Board Resolution # 03-04-09 to honor Frank T. Kelly by lowering the school flags to half-staff.

Mrs. Kelly spoke to the board and members of the public.

VI. 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.

No public comment at this time.

VII. Correspondence

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

1. Request approval of parent correspondence requesting that student remains in the district for the remainder of the school year. Superintendent recommends that we allow student to remain with Parent paid tuition at the rate of \$2,822.00 (pro-rated tuition for The 2008-09 school year). Board Policy #NJSBA:5118 is Attached.

Mrs. Costello arrived at 7:05 p.m.

ROLL CALL VOTE: Yes 6 No 0 Abstain 1 (Costello) Absent 1

VIII. Reports

- a. Superintendent's Report- includes school calendars and Attendance Report (as attached) Pgs. 1,2 & 3.
- b. Business Administrator's Report, including Building and Grounds Report (as attached) Pgs. 4-8
- c. Principal's Reports Pgs. 9-15
- d. Special Education Report Pg. 16
- e. Nurse's Report Pgs. 17-19
- f. Committee Report
 - Camden County Educational Services Commission Report (Costello)
 - NJSBA Report (Davidson)
 - Black Horse Pike (Kurth)

IX Old Business

X. New Business

a. **PERSONNEL**

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

Approve the following on the recommendation of the superintendent:

1. Maternity Leave request for employee #213 changed from April 27, 2009 to March 27, 2009 through January, 2010. Pg. #20
2. Request Ms. Kathleen Gaunt to take over for employee # 354 during her maternity leave from May15, 2009 through January 2010. Pg. 21
3. Request approval of letter of resignation from Mrs. Mary Beth Hernandez (part-time School Nurse/Downing) effective June 30, 2009. Pg. 22

4. Request Board approval to recommend Mrs. Theresa Raynor as a long-term substitute for employee #353 maternity leave. Leave starts on May 19, 2009.
5. Request the approval of the following substitutes: March 26-June 30, 2009.
Ms. Shannon Griffiths (all paperwork is in order).
Ms. Jennifer Majewski (student teacher in Mrs. Hummel's class – all paperwork in order.)
6. Approve Rowan University Student, Ms. Andrea Foglietta, to observe and co-teach a lesson in one of our inclusion classes.

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

On a motion by Mrs. Torrillo seconded by Mr. Wark the following were tabled for discussion later on in the meeting:

7. Superintendent's Evaluation – attached our forms NJSBA: 2131A File Code: 2131. All other paperwork will be presented at the Board meeting. Pgs. 23-33
8. Secretary to the Business Administrator/Payroll and Accounts Receivable job description. This is for compliance with the State Accountability Regulations. Pgs. 34-35
9. Secretary to the Business Administrator/Accounts Payable job description. This is for compliance with the State Accountability Regulations. Pgs. 36-37

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

c. FINANCE at 7:23 p.m.

On a motion by Mrs. Costello seconded by Mrs. Spraggins 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.

Bill List #1 \$364,928.22
 Bill List #2 \$975,969.74
 Board Secretary's Report
 Treasurer's Report
 Transfers (as attached)

2. Approval of tuition contracts for the following out of district special education placement. Larc School for the 2008-2009 year in the amount of \$42,189.00

3. Resolution as follows to allow the Larc School to continue providing students with a free, nutritious lunch program:

The Runnemede Borough Board of Education does not require the Larc School to charge students for reduced and/or paid meals provided as part of their educational program in compliance with the New Jersey Department of Agriculture's Child Nutrition Program regulations for the 2009-2010 school year.

4. Acceptance of Camden County Resolution #56 authorizing the extension of contract for 1 year between Camden County Cooperative Members and Office Basics for the purchase of Office Supplies (as attached) pgs. 38-40

5. Acceptance of Camden County Resolution #1 authorizing the extension of contract for six month between Camden County Cooperative Members and Office Basics, Paper Mart and WB Mason for the purchase of Copy and Computer Paper and Envelopes (as attached) pgs. 41-43

6. Resolution for the Educational Services Commission to provide the following services for the 2009-201 school year: pg. #44

Special Education Transportation
 PL192-193
 Aid in Lieu of Transportation
 Occupational Therapy Services

7. Professional Development as attached. Pg.#45

8. Rescind Resolution #03-01-09 correct Debt Service figure from \$109,360 to \$283,743. Pg. #46
9. Acceptance of Resolution #03-02-09. Pg. #47
10. Acceptance of Resolution #03-03-09. Pg. #48
11. Request approval of PTA Spring Fundraiser. Pg. #49
12. Approval to received tuition in the amount of \$2,822 total from out of district student (parent paid) from April 1, 2009 to June 30,2009

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

d. CURRICULUM

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

Approve the following on the recommendation of the superintendent:

1. Request Board approval of the following field trips: Pgs 50-55

Preschool – Volz School

April 23, 2009	Please Touch Museum	Ms. Bryan
May 15, 2009	Philadelphia Zoo	Ms. Bryan
June 11, 2009	Field of Dreams Playground	Ms. Bryan
May 19, 2009	Battle of the Books (4 th)	Mrs. Thomas
May 28, 2009	Battle of the Books (5-8)	Mrs. Bittle

Kindergarten – Bingham/Downing Schools

May 19, 2009	Storybook Land	Mrs. Razavi MrsMarchiano
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2. April 23, 2009 5th Grade Ritz Theater
(attached is CCCS regarding science standards)
3. Approval for a Running Club starting April 3, 2009. This is an unpaid position.
4. Approval for Mr. Christian Whipple to manage the Running Club starting April 3, 2009.

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

e. POLICIES/PUBLIC RELATIONS

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

1. Second Reading of amended Policy #6171.4 Special Education/ Child Study Team. New Policy #2460 (Strauss Esmay) Pgs.56-79

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

10. P.T.A. Update-none
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. Wilson spoke.
Mrs. Panzarella-Smead spoke

12. Executive Session to discuss personnel and legal matters at 7:45 p.m.

On a motion by Mrs. Costello seconded by Mrs. Davidson

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 7 No 0 Abstain 0 Absent 2

13. Return to Public Session at 8:40 p.m.

Discussion of tabled of items from Personnel listed above:

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

Superintendent's Evaluation – attached our forms NJSBA: 2131A
File Code: 2131. All other paperwork will be presented at the
Board meeting. Pgs. 23-33

Secretary to the Business Administrator/Payroll and Accounts
Receivable job description. This is for compliance with the State
Accountability Regulations. Pgs. 34-35

Secretary to the Business Administrator/Accounts Payable job
description. This is for compliance with the State Accountability
Regulations. Pgs. 36-37

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

14. Adjournment or Recess on a motion by Mrs. Davidson seconded by Mrs. Costello
at 8: 40 p.m.

Respectfully Submitted,

Kelly Brazelton, Board Secretary