

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

**MINUTES**

**January 27, 2010**

**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 7:05 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:

Mark Bergman-present	Robin Spraggins-sick
Debra Costello-present	Samantha Spaulding-work
Naomi Davidson-present	Lynn Torrillo-present
Margie Frasca-present	John Wark-work
Colleen Kurth-sick	

Also Present:

Nancy Ward, Superintendent of Schools  
 Kelly Brazelton, Business Administrator/Board Secretary  
 Marie Gallagher, Principal – Downing & Bingham Schools  
 Mark Iannucci, Principal – Mary Volz School  
 Janet Fiola, Child Study Team Coordinator  
 Doug McGarry, Supervisor – Buildings & Grounds

## IV. Presentations: 7:06 p.m.

- a. Students of the Month – Volz School (attached)
- b. Excerpts from the Nutcracker performed by 20 students from Bingham & Downing @ 7:10 p.m.

Mr. Iannucci recognized students of the month

## V. Approval of Minutes at 7:27 p.m.

Motion by Mr. Bergman, Seconded by Mrs. Davidson

- a. Recommend that the Board of Education approve the regular session and executive session minutes of the December 16, 2009 BOE Meeting.

ROLL CALL VOTE: Yes 5 No 0 Abstain 1 (Costello) Absent 4

VI. Correspondence (*white*)-

Camden County Public Employees Charitable Campaign was held again this fall and through our employees' generosity, we contributed \$1,226.00. Kudos to our staff.

## VII. Open Public Comment 7:30 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. Panzarella Smead: Custodial staff – custodial staff have been very accommodating on Saturdays.

VIII. Reports (*yellow*) 7:30 p.m.

- a. Superintendent's Report
- b. Business Administrator's, Buildings & Grounds Report (as attached)
- c. Principal's Report (attached)
- d. Nurses Report (attached)
- e. Special Education Report (see attached)
- f. Committee Reports
  - Camden County Educational Services Commission Report (Costello) no meeting held
  - NJSBA Report (Davidson)
  - Black Horse Pike (Kurth)
  - Policy/Public Relations

IX. Old Business – none

X. New Business

**a. PROPERTY & TRANSPORTATION** (*gold*)

Motion by Mrs. Costello Seconded by Mrs. Davidson

Approve the following on the recommendation of the Superintendent:

1. Use of facilities as attached
2. Administrative Code NJAC 6A:27-11.2, each local board of education at the first board meeting following the completion of the emergency exit drill shall document this in their minutes. The following routes are handled by CCESC:

Route #	Date	Time	School Name	Supervisor
0827	12/3/2009	8:35am	Bankbridge	D. Patterson

0615	11/19/2009	7:49 am	Bankbridge	R. Ross
0638	10/20/2009	8:15am	Durand	C. Irwin
0689	11/4/2009	8:20am	Delaware Ave	C. Irwin
0674	11/17/2009	8:45am	St. John of God	C. Irwin
0726	10/22/2009	8:30am	Archway	J.Batumn
0691	11/18/2009	8:50am	Yale	T. Sheridan

ROLL CALL VOTE: Yes 5 No 0 Abstain 0 Absent 4

**b. PERSONNEL** (*blue*)

Motion by Mrs. Davidson Seconded by Mrs. Costello

Approve the following on the recommendation of the Superintendent:

1. Mr. Ronald Koniecki as a substitute. All paper work is in order. 01/28/10 through 06/30/10.
2. Jennifer Newhart as Homebound Teacher effective January 1, 2010 at \$35/hour
3. Jonathan Hinkson from BA Step E to BA+15 Step E effective January 5, 2010.
4. Source4Teacher list (January)
5. Appoint Christine Vonderstuck as choir director January 1, 2010 to June 30, 2010 for \$985.68. Ms. Kathleen Gaunt previously held this position as long term substitute for Mrs. Vonderstuck.
6. Appoint Mrs. Karen Kissam as a one-on-one aide in the a.m. preschool class effective 1/28/10. Salary \$8,000, no benefits. Mrs. Kissam has all necessary paperwork.
7. Ms. Melissa Martin as a substitute from 1/27/10 through 6/30/10.

8. Student #8903598986 for homebound instruction for a medical condition from 1/5/10 through 2/1/10 (return date may change)

ROLL CALL VOTE: Yes 5 No 0 Abstain 0 Absent 4

**c. FINANCE** (*green*)

Motion by Mrs. Davidson Seconded by Mrs. Costello

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.

Bills List #1 - \$383,960.14 (Dec Payroll #1)

Bills List #2 - \$359,478.71 (Dec Payroll #2)

Bills List #3 - \$102.00

Bills List #4 - \$361,015.46

Bills List #5 - \$794,212.53 (January Payroll #1 and #2)

Bills List #6 - \$7,588.30

Board Secretary's Report

Transfers (as attached)

Food Service Report

Cash Report

2. Professional Development (attached)
3. Tuition Reimbursement for the following:

Laura Burns	\$1,770.00
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Lisa Maitag	\$320.00
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4. Downing School's participation in the "*Pennies for Patients Program*" sponsored by the Leukemia & Lymphoma Society. Mrs. Kari Passarella will be overseeing this project. (see attached information)

5. Resolution to participate in Bid A-51 through Camden County for purchasing of office supplies with Office Basics. (attached).
6. Resolution to increase bid threshold to \$29,000, and appointing a qualified purchasing agent.
7. Appoint Kelly Brazelton as Qualified Purchasing Agent pursuant to requirements established by Chapter 440, Laws of 1999 and N.J.S.A. 18A:18A-2b
8. Valentine's Day Lollipop Fundraiser (coordinated by Ms. Valerie Giordano) will be conducted after school from February 1 – 5, 2010. All proceeds from this sale will go towards students' activities.
9. Alliance for Competitive Telecommunications (ACT)-Participation Agreement for Cooperative Purchasing of Telecommunication Services.

ROLL CALL VOTE: Yes 5 No 0 Abstain 0 Absent 4

**d. CURRICULUM** (*pink*)

Motion by Mrs. Costello Seconded by Mrs. Davidson

Approve the following on the recommendation of the Superintendent:

1. Pre-School field trip to Discover Museum on January 29, 2010.
2. Ratification of Race to the Top grant application submitted January 14, 2010.

ROLL CALL VOTE: Yes 5 No 0 Abstain 0 Absent 4

**e. POLICIES/PUBLIC RELATIONS** (*purple*)

Motion By Mrs. Costello Seconded by Mrs. Torrillo

Approve the following on the recommendation of the Superintendent:

1. Policies for 1<sup>st</sup> Reading:

#5513	Care of School Property
#5333	Smoking
#6220	Budget Preparation
#6230	Budget Hearing
#6320	Purchases Subject to Bid
#6340	Multiple Year Contracting
#6350	Competitive Bidding
#6360	Political Contributions
#6362	Contributions to Board Members and Contract Awards

2. Policies for 2nd Reading:

#2200	Curriculum Content
#2210	Curriculum Development
#2220	Adoption of Courses
#2230	Curriculum Guides
#2260	Affirmative Action Program for School & Classroom Practices
#2361	Acceptable Use of Computer Network / Computers & Resources
#2361 R	“ “
#2411	Guidance Counseling
#2412	Home Instruction Due to Health Conditions
#2424	Programs for Pupils at Risk
#2415	No Child Left Behind Programs
#2415 R	Title I Services
#2415.01	Academic Standards, Academic Assessments and Accountability
#2415.02	Title I – Fiscal Responsibilities
#2415.03	Highly Qualified Teachers
#2415.04	Parental Involvement
#2415.05	Pupil Surveys, Analysis and/or Evaluations
#2415.06	Unsafe School Choice Option
#2415.20	No Child Left Behind Complaints
#2415 R	“ “
#2422	Health Education
#2423	Bilingual and ESL Education
#2323 R	“ “
#2430	Co-Curricular Activities
#2430 R	“ “
#2431	Athletic Competition

#2431.1R	Emergency Procedures for Athletic Practices and Competitions
#2431.2R	Medical Examination to Determine Fitness for Participation in Athletics
#2460	Special Education
#2460.1R	Special Education-Location, Id. & Referral
#2460.8R	Special Education – Free & Appropriate Public Education
#2460.9 R	Special Education – Transition From Early Intervention Programs to Preschool Programs
#2460.16R	Special Education- Instructional Materials to Blind or Print-Disabled Pupils
#2461	Special Education/Receiving Schools
#2461.01R	Special Education/Receiving Schools-IEP Implementation
#2461.02 R	Special Education /Receiving Schools-Suspension/Expulsion
#2461.03R	Special Education/Receiving Schools-Pupil Records
#2461.05R	Special Education/Receiving Schools-IEP Compliance
#2461.08R	Special Education/Receiving Schools-In-Service Training
#7422	School Integrated Pest Management Plan
#7422 R	“ “
#7510	Use of School Facilities

ROLL CALL VOTE: Yes 5 No 0 Abstain 0 Absent 4

XI. Public Comments (on any item) 7:50 pm  
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:

1. Roofing question – how could we respond if we don't get grant money?
2. Field trips – if parents pay for whole trip can it be done?



- XII. Executive Session to discuss personnel, contractual and legal matters at 7:56 p.m.

Motion by Mrs. Davidson Seconded by Mrs. Torrillo

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 5 No 0 Abstain 0 Absent 4

- XI. Return to Public Session at 8:34 p.m.

Motion by Mrs. Davidson Seconded by Mrs. Costello

ROLL CALL VOTE: Yes 5 No 0 Abstain 0 Absent 4

Motion by Mr. Bergman seconded by Mrs. Davidson to approve and a shared services proposal for Business Services whereby the Runnemede Board of Education would provide Business Office Services for the Bellmawr Board of Education 7-01-2010 through 6-30-2011

ROLL CALL VOTE: Yes 5 No 0 Abstain 0 Absent 4

- XII. Adjournment at 8:46 p.m. on a motion by Mr. Bergman seconded by Mrs. Davidson

Respectfully Submitted,

Kelly A. Brazelton  
Board Secretary