

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

**M I N U T E S**

**November 17, 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 7:00 pm

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	Samantha Spaulding – present
Debra Costello - absent	Robin Spraggins - absent
Naomi Davidson - present	Lynn Torrillo - present
Maria Panzarella - absent	John Wark - absent
Colleen Kurth – present	

Also Present:

Nancy Ward, Superintendent of Schools  
 Shay Richardson, Business Administrator/Board Secretary  
 Marie Gallagher, Principal – Downing & Bingham Schools  
 Mark Iannucci, Principal – Mary Volz School  
 Stephen Pili, Assistant Principal – Mary Volz School  
 Janet Fiola, Child Study Team Coordinator  
 Mark Speck, Maintenance Technician/Supervisor

IV. Presentations: None

V. Approval of Minutes – tabled to next meeting due to lack of a quorum

VI. Correspondence (*white*) None

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 (*yellow*)

- a. Superintendent's Report
- b. Business Administrator's, Buildings & Grounds Report (attached)
- c. Principal's Report (attached)
- d. Nurses Report (attached)
- e. Special Education Report
- f. Committee Reports
  - Camden County Educational Services Commission Report
  - NJSBA Report
  - Black Horse Pike
  - Policy/Public Relations
  - Negotiations
  - Finance
  - Personnel

IX. Old Business - None

X. New Business - None

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

Motion by Mrs. Spaulding                      Seconded by Mr. Bergman

Approve the following on the recommendation of the Superintendent:

1. Use of Facilities as per the attached list.

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

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

Motion by Mrs. Spaulding Seconded by Mrs. Davidson

Approve the following on the recommendation of the Superintendent:

1. Amanda Forman as a substitute teacher. (All paperwork complete).
2. Tara DeFalco as a substitute nurse. (All paperwork complete).
3. Clinical Practice Student Cooperating Teacher  
 Laura Gillan MaryKay Grasso  
 Brittany Hufford Kathleen Marchiano
4. Mr. Whipple who is donating his time to schedule his Running Club, which will start November 23, 2010 from 3:00 pm – 3:45 pm (Tuesdays only)
5. Russell Brown as full time evening custodian. Mr. Brown's salary Will be level G of the custodial salary guide - \$30,500.
6. Jennifer Majewski's resignation as a one-on-one aide to assume Position in 1<sup>st</sup> grade, covering a maternity leave.
7. Amy Frymire, a substitute in our district, who will be assuming the vacant one-on-one aide position at Bingham.
8. Ms. Valerie Carmody as Interim Business Administrator/Board Secretary beginning December 1, 2010, (resume and employment agreement attached)
9. Ms. Valerie Carmody as Custodian of Records.
10. Ms. Valerie Carmody as Purchasing Agent.
11. Ms. Valerie Carmody as Agency Compliance Officer.
12. Authorize Ms. Carmody to pay bills between board meetings. (Prior authorization by Board President required).
13. Authorize Ms. Carmody to award contracts up the bid threshold of \$29,000.

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

Motion by Mrs. Spaulding Seconded by Mrs. Davidson

Approve the following on the recommendation of the Superintendent:

1. Gilda Duri as Nursing Clinical Practice Student from Thomas Jefferson University. (Placed with Christi Kerslake).
2. Lori Laundra as secretary to the Business Office. Start date Pending criminal clearance. Salary \$40,000.
3. Maternity leave request for employee #452 from February 27, 2011 through September 1, 2011.
4. Laura Seckinger as Homebound Instructor for the 2010-2011 school year.
5. Christie Kerslake as our ATOD Coordinator (alcohol, tobacco And other drugs) Stipend - \$1,028.50.

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

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

Motion by Mrs. Spaulding Seconded by Mr. Bergman

Approve the following on the recommendation of the Superintendent:

1. Professional development workshops.
2. 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 - \$327,423.87 (payroll 10/30/10)

Bills List #2 - \$317,801.92 (payroll 11/15/10)

Bills List #3 - \$200,838.70

Treasurer's Report

Board Secretary's Report

Transfers

Cash Report

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

Motion by Mrs. Spaulding Seconded by Mr. Bergman

Approve the following Addendum items on the recommendation of the Superintendent:

1. Professional Development Workshops.
2. 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 #4 - \$234,224.27

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

Motion by Mr. Bergman Seconded by Mrs. Davidson

1. Homebound instruction (non-medical) for student #3165091176.

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

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

Motion by Mrs. Davidson Seconded by Mrs. Torrillo

Approve the following on the recommendation of the Superintendent:

1. Policy for 1<sup>st</sup> Reading:  
#8468 Crisis Response
2. Policy for 2<sup>nd</sup> Reading:  
#0146 Board Member Authority  
#0171 Duties of Board President and Vice President  
#0173 Duties of Public School Accountant  
#4159 Support Staff Member/School District Reporting Responsibilities  
#5516 Use of Electronic Communication and Recording Devices  
#6112 Reimbursement of Federal and Other Grant Expenditures  
#6830 Audit and Comprehensive Annual Financial

#8310                      Report  
Public Records

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

XI.    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.

a. Pat Wilson expressed concern about the County Office of Education's role in shared services initiatives. She advised that Gloucester Township was approached to accept the possibility of shared services with the constituent school districts. She suggested that representatives of the district BOEs and Superintendents form a committee to discuss the potential for shared services while retaining their own identity and the level of local control they are still afforded. Mrs. Spaulding mentioned that two Bellmawr Board members were interested in such a discussion.

b. Dan Conard asked why our former Business Administrator is on paid leave until April. He also asked the Board members if they received a copy of a letter sent to them and the Superintendent.

XII. Executive Session to discuss student matters, personnel, contractual and legal matters at 7:31 pm

Motion by                      Mrs. Davidson                      Seconded by                      Mr. Bergman

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

XIII. Adjournment at 8:07 pm

Motion by                      Mrs. Davidson                      Seconded by                      Mrs. Torrillo