

BOARD OF EDUCATION
Runnemede, N.J.

M I N U T E S

March 23, 2011
Public Hearing and Regular Meeting

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 Content 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 7:05 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 - present	Lynn Torillo - present
Naomi Davidson - present	John Wark - present
Maria Panzarella - present	Colleen Kurth - present

Also Present:

Nancy Ward, Superintendent of Schools
Valerie Carmody, Interim 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
Bob Richards, REA

Pat Wilson, Representative of PTA
 Nick Koppatos, Runnemede Borough Council Liaison
 Staffmembers, residents and parents

FINANCE – PRESENTATION OF BUDGET AND APPROVAL

1. Dr. Ward presented a Powerpoint outlining the Proposed 2011-12 Annual School Budget. Questions were raised and responses provided on the following topics:
 - Budget increase
 - Possible program cuts if the budget is defeated
 - School choice
 - New multiple disabilities program
2. Public Comments – President Kurth opened the meeting to the public at the conclusion of the Powerpoint. Hearing no further comments, the public comment portion of the meeting was closed.
3. Approval of Proposed 2011-12 Budget

Motion by Mrs. Spaulding Seconded by Mrs. Davidson

BE IT RESOLVED to approve the Runnemede Board of Education budget for the FY 2011-12 School Year for submission to the voters as follows:

	Budget	Local Tax Levy
For General Fund Budget	\$11,340,136	\$6,374,873
For Special Revenue Budget	\$ 648,000	N/A
For Debt Service Fund	\$ 263,125	\$ 176,923
Total	\$12,251,261	\$6,551,796

That there should be raised for the General Fund \$6,374,873 for the ensuing FY 2011-12 School Year.

BE IT RESOLVED, that the district, in accordance with N.J.A.C. 6A:23B-1.2(b)-Travel and Related Expense Reimbursement, has adopted policies which provide that the Board of Education shall establish in the annual school budget a maximum expenditure amount that may be allotted for such travel and expense reimbursement for the 2010-2011 school year. The Board of Education hereby establishes the school district travel maximum for the 2011-12 school at the sum of \$20,000. The School Business Administrator shall track and record these costs to insure that the maximum amount is not exceeded.

BE IT FURTHER RESOLVED, that in accordance with N.J.A.C.

6A:23A-9.3 © 14, that the Board of Education has provided a maximum amount for public professional services as follows:

Attorney's	\$30,000
Auditor	\$18,000
Architect	\$ 5,000

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

Adjourn hearing and commence regular session agenda at 7:50 PM.

Motion by Mr. Wark Seconded by Mrs. Spaulding

IV. Approval of Minutes –

Motion by Mrs. Panzarella Seconded by Mrs. Davidson

Approve the minutes of the following meetings.

Regular and Executive minutes from February 23rd & March 2, 2011
Joint Session with Borough Council minutes from March 15, 2011

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

V. Correspondence

The following correspondence has been received:

1. Consideration of adopting a resolution to support A2810, S1872 which allows school budgets with property tax increases of 2% or less to bypass voter approval. (see resolution approved by South Plainfield BOE attached)
2. Camden County Department of Health & Human Services has awarded us with certificates in appreciation for our help with administering and hosting the 2009 H1N1 Influenza Vaccination Campaign.
3. Letter sent to Ms. Margaret Nicolosi, Executive County Superintendent of Schools, regarding Business Administrator.
4. Letter from RYAA regarding "Use of Facility" charges. (attached)
5. Side Bar Agreement between the Runnemede Board of Education and Runnemede Education Association. (attached)

6. Letter from Mr. Mark Iannucci, President of the Runnemedede Principals and Supervisors Association, requesting open negotiations with their members. Current agreement expires June 30, 2011. (attached)

Motion by Mrs. Torrillo Seconded by Mr. Wark

To table the request of the RYAA regarding request to waive facility use fees for all the year.

Yes 6 No 0 Abstain 2 Absent 0

ROLL CALL VOTE:

With Mrs. Davidson and Mrs. Panzarella abstaining.

Motion by Mrs. Torrillo Seconded by Mrs. Davidson

To approve the Side Bar Agreement between the Runnemedede Board of Education and Runnemedede Education Association.

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

Motion by Mrs. Spaulding Seconded by Mr. Wark

To approve the opening of negotiations with their Runnemedede Principals and Supervisors Association, as the current agreement expires June 30, 2011.

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

VII. Open Public Comment

The Board President opened the meeting to 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.

Pat Wilson inquired about the Food Service Program Agreement cost of lunches with the Bellmawr School District.

Hearing no further public comment, the President closed the comment session of the meeting.

VIII. Reports

- a. Superintendent's Report (attached)
- b. Business Administrator's, Buildings & Grounds Report (attached)
- c. Principals' Reports (attached)
- d. Nurses' Reports (attached)
- e. Special Education Report (attached)
- f. Committee Reports
 - Camden County Educational Services Commission Report – Mrs. Costello reported progress and same situation on aid.
 - NJSBA Report – Mrs. Davidson reported Board members need to log on and respond to the Superintendent's evaluation.
 - Black Horse Pike Regional – Mrs. Kurth reported progress
 - Policy/Public Relations - Mrs. Davidson reported that the Committee has not met
 - Negotiations – Mr. Wark reported the Memorandum of Agreement was finalized for approval by the Board
 - Finance – Mr. Wark noted progress
 - Personnel – No report.

IX. Old Business – None

X. New Business –

a. PROPERTY & TRANSPORTATION

Motion by Mr. Bergman Seconded by Mrs. Costello

Approve the following on the recommendations of the Superintendent:

1. Request from Ms. Otero to run a co-ed basketball camp from Monday, June 20, 2011 through Friday, June 24, 2011. Ms. Otero is also requesting the use of the gymnasium and all purpose room during this time.

2. Field Trips

Camden County College Tour

04/01/11 – Volz Girls in Action and Men of Distinction

Teachers: Jacqueline DeFeo, Scott Marakovitz

NOTE: Transportation will be provided by Black Horse Pike Regional School District for a minimal fee of \$50 (Volz Student Activities account will be used)

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

Dr. Ward commended the staff volunteering for the Camden College event as mentors and Black Horse Pike Regional for providing the joint transportation agreement services at the \$50 trip per trip rate.

b. PERSONNEL

Motion by Mrs. Davidson Seconded by Mrs. Spaulding

Approve the following on the recommendation of the Superintendent:

1. Family leave request for employee #397 from March 1, 2011 through April 1, 2011.
2. Following substitutes for approval – all paperwork completed
AnneMarie DeFeo
Elizabeth Lindborn
Jessica Clark

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

c. FINANCE

Motion by Mrs. Spaulding Seconded by Mr. Wark

Approve the following on recommendation of the Superintendent:

1. Professional development workshop:
Kristin Callahan to attend *Educating the Educators: A program designed to help educators understand children w/ biologically based mental illness* on 04/01/11 from 9:00 am to 12:00 pm in Cherry Hill, NJ Cost: \$5.00
2. Recommendation for approval of the following certification and financial reports:
Pursuant to N.J.A.C. 6A:23A-16.10(c)4 we certify that as of December 31, 2010, after review of the Board Secretary's Report and upon consultation with the appropriate district officials that, to the best of our knowledge, no major account or fund has been over expended in violation of N.J.A.C. 6A:23A-16.10(c)4 and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.

Bills List #1 - \$334,877.11 (payroll 02/28/11)

Bills List #2 - \$279,005.77 (revised)

Board Secretary's Report – February 28, 2011

Treasurer's Report – February 28, 2011

Transfers for February

Cash Report – February 28, 2011

Cafeteria Disbursements – February

3. Resolution approving the extension of Bid A-23 under the Cooperative Camden County Purchasing Contract for Office Paper, Computer Paper, and Envelopes with an expiration of August 31, 2011 with Office Basics, Paper Mart, Quill Paper, Central Lewmar, WB Mason, and RIS Paper.
4. Approve a safety grant application with the New Jersey School Boards Association Insurance Group for \$4,867.
5. Additional Behavior Consultations up to 20 hours and Special Program Assistant Services up to 15 hours for the period March 15, 2011 until June 17, 2011 to be provided by the CRESS/Gloucester County Special Services School District at a cost not to exceed \$3,450.
6. Approve an election to pay in advance (by estimate) the transaction fees for distributions, loans, exchanges, rollovers, and qualified domestic relations orders for employee participants in the Runnemede School District 403(b) Plan at a fee of \$25 per transaction to the third-party plan administrator The Omni Group.
7. Approve the renewal of the Satellite Food Service Vending Agreement with the Bellmawr School District with Nutri-Serve Food Management, Inc. for the 2011-12 school year.
8. Approval to participate in the Mothers Matter Mother's Day Gift Basket Program. (attached)

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

d. CURRICULUM

Motion by Mrs. Panzarella Seconded by Mrs. Spaulding

Approve the following on the recommendation of the Superintendent:

Approve the following on the recommendation of the Superintendent:

1. Homebound instruction for (#48290) from 2/21/2011 – 3/21/2011.

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

e. POLICIES/PUBLIC RELATIONS

Motion by Mrs. Davidson Seconded by Mrs. Panzarella

Approve the following on the recommendation of the Superintendent:

1. Polices for 2nd Reading:
(M-Mandated)
 - #1140 M Affirmative Action Program
 - #1523 M Comprehensive Equity Plan
 - #1530 M Equal Employment Opportunities
 - #1550 M Affirmative Action Program for Employment and contract practices
 - #2260 M Affirmative Action Program for School and Classroom Practices
 - #2415.01M Academic Standards, Academic Assessments and Accountability
 - #2415.04M Title I – District Wide Parental Involvement
 - #2423 Bilingual and ESL Education
 - #6360 Political Contributions
 - #6362 Contributions to Board Members and Contract Awards
 - #8420 Emergency and Crisis Situations
 - #8420.1 Emergency and Non-Fire Evacuation Plan
 - #8420.2 Bomb Threat
 - #8420.7 Lockdown Procedures
 - #8420.10 Active Shooter
 - #8740 Bonding
2. Approval of the 2011-2012 proposed school calendar. (attached)
3. Approval of the 2010-2011 revised school calendar. (attached)

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

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.

Resident Conard inquired why the Superintendent reported on the quantity of OPRA requests when this was not reported in the past. Superintendent Ward responded to the inquiry with appreciation for the opportunity to make an explanation in a public forum.

Mr. Dan Conard spoke regarding an OPRA response that he received indicating that there are no documents or correspondence. Mr. Conard inquired if the Board received copies of two anonymously written letters of which he had copies, both addressed to the Board President and/or the members of the Board. The Board indicated that they had not received the anonymous letters.

Hearing no further comment, the President closed the public comment session.

- XII. Executive Session to discuss student matters, personnel, contractual and legal matters at 8:20 p.m. Action will be taken in public session at the conclusion of the closed session on a Memorandum of Agreement with the Runnemede Education Association.

Motion by Mrs. Panzarella Seconded by Mrs. Costello

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 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	0
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Motion by Mr. Wark. Seconded by Mr. Bergman

The Board reconvened in public session at 8:45 pm

ROLL CALL VOTE:	Yes	8	No	0	Abstain	0	Absent	0
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Motion by Mrs. Spaulding Seconded by Mrs. Torrillo

Resolved to approve the Memorandum of Agreement with the Runnemede Education Association and the salary guides for the period July 1, 2010 through June 30, 2013.

ROLL CALL VOTE:	Yes	8	No	0	Abstain	0	Absent	0
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- XIII. Adjournment at 8:47 pm

Motion by Mrs. Panzarella Seconded by Mrs. Davidson

Respectfully submitted,

Valerie J. Carmody
Interim Business Administrator/Board Secretary