

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

**M I N U T E S**  
**September 28, 2011**  
**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 we 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 7:04 pm with President Spaulding presiding

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:

Angel Beebe – Absent	Naomi Davidson – Present
Amy Farry – Present	Colleen Kurth – Present
Maria Panzarella – Present	Patricia Smith – Present
Samantha Spaulding – Present	Lynn Torrillo – Absent
John Wark - Present	

Also Present:

Nancy Ward, Superintendent of Schools  
Valerie Carmody, Interim Business Administrator/Board Secretary  
Marie Gallagher, Principal – Bingham/Downing Schools  
Robert Mungo, Assistant Principal – Mary Volz School  
Janet Fiola, Child Study Team Coordinator  
Mark Speck, Maintenance  
Staffmembers, residents and parents

IV. Approval of Minutes –

Motion by                      Mrs. Panzarella                      Seconded by                      Mrs. Kurth

Approve the minutes of the following meetings.

- Regular minutes from August 24, 2011

ROLL CALL VOTE:    Yes    6    No    0    Abstain    1    Absent    2

With Spaulding  
abstaining

#### V. Correspondence –

1. Larry Lapidus of Waste Management was not available as planned to provide a presentation on the biodegradable waste removal. Mark Speck did make a presentation on this program that has been implemented at the Volz School.
2. Correspondence was received from Mike Sorbello requesting waiver of fees for facility use of the school gymnasium for men's basketball. President Spaulding commented she does not recommend Board support for the waiver request of the \$20 per night fee per policy because the majority of the adults are not Runnemede residents. No action was taken on the request.

#### 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.

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

#### VIII. Reports

1. Superintendent's Report (on file). Dr. Ward presented a powerpoint on bullying and Board of Education responsibility.
2. Building & Grounds – (on file)
3. Principals' Report - will resume in October
4. Nurses' Report – (on file)
5. Special Education Report (on file)
6. Technology Report (on file)

7. PTA Report – Pat Wilson presented the PTA plans for Back-to-School night, the role PTA has with annual activities including providing services aimed to support families, and noted sales are geared to items that families can use
8. Committee Reports
  - Camden County Educational Services Commission Report (none)
  - NJSBA Report - new program to evaluate teachers (EXCEL) has been implemented for 2012 as a pilot in certain districts at a cost of \$1.1 million. Executive Direction of NJSBA is chairing a committee with the purpose of getting district feedback from the 12 participating
  - Black Horse Pike – A meeting is scheduled for October 13 at Triton to discuss freshman sports
  - Curriculum – Committee met on 9/28 about updates to curriculum and will do five areas through NCLB Title II funds
  - Policy/Public Relations – items are on the agenda
  - Negotiations – Meet with Principals’ Association and will have update soon
  - Finance – did not meet
  - Personnel – met to interview a candidate for BA
  - Property – did not meet

IX. Old Business – none

X. New Business –

Consideration requested to change meeting date for October from Wednesday, October 26 to Thursday, October 27 due to conflicts with NJSBA workshop.

Motion by Mrs. Panzarella                      Seconded by Mrs. Farry

Approving the change of meeting date for the October Regular Business Meeting to Thursday, October 27, commencing at 7:00 p.m.

On voice vote, motion carried.

#### **a. PROPERTY & TRANSPORTATION**

Motion by Mrs. Kurth                      Seconded by Mrs. Smith

Approve the following on the recommendation of the Superintendent:

##### 1. Facility Use

Facility	User	Purpose	Date	Time
Volz All Purpose Room& Kitchen	REA	Staff Welcome Back Breakfast	9-1-11	8:00 am to 11:30 am
Volz All Purpose Room	PTA	Staff Welcome Back Luncheon	9-1-11	11:30 am to 1:30 pm

Facility	User	Purpose	Date	Time
Volz Library	PTA	Monthly Executive Board Meetings	Thursday evenings from 9-8-11 through 6-7-12	6:30 pm to 9:00 pm
Volz All Purpose Room & Kitchen	PTA	Family Game Night (Sundae Party)	9-23-11	6:00 pm to 9:00 pm
Volz Library	REA	Union Meeting	9-27-11	3:15 pm to 4:15 pm
Volz Gymnasium	Men's Basketball League	Basketball	Tuesday and Thursday evenings from 10-11-11 through 5-31-12	9:00 pm to 11:00 pm
Volz All Purpose Room & Kitchen	PTA	Puppet Show for K-5 <sup>th</sup> Grade	10-12-11	6:30 pm to 8:30 pm
Volz Parking Lot, Soccer Field, and Kitchen (if rain , All Purpose Room and Hallways)	PTA	Fall Festival	10-15-11	7:00 am to 3:00 pm
Volz Library	REA	Union Meeting	10-27-11	3:15 – 4:15
Volz All Purpose Rooms and 7 classrooms	Runnemede Boy Scout Troop 117	Boy Scout Leader Training	11-05-11 and 2-25-12	8:00 am to 4:00 pm
Volz Gymnasium Volz All Purpose Room	RYAA	Basketball practices and games	11-14-11 through 03-10-12	Weeknights(except Thursdays): 6:00 pm to 9:00 pm Saturdays: 9:00 am to 3:00 pm
Volz Gymnasium	Highland Youth Soccer League	Indoor Soccer Training	Thursdays evenings from 1-5-12 through 3-15-12	6:30 pm to 8:30 pm

## 2. Field Trips

Location	Purpose	Date	Students	Advisor
Johnson's Corner Farm, Medford, NJ	Pumpkin picking & feeding animals	10-7-11	Preschoolers (3 & 4 yr. olds)	Cathleen Summerfield Rachel Gorman
Paws Farm Nature Ctr., Mt. Laurel, NJ	Visit barnyard & animal presentation	11-9-11	Preschoolers (3 & 4 yr. olds)	Cathleen Summerfield Rachel Gorman

- Mc Gough Bus Company to transport 2011-2012 Volz Soccer and Field Hockey teams to away games from September 13, 2011 through October 6, 2011.
- T & L Transportation to transport 2011-2012 Field Hockey team to away game on September 30, 2011. (T & L had lowest quote but only available on 9-30-11).

ROLL CALL VOTE: Yes 5 No 2 Abstain 0 Absent 2

With Davidson and  
Panzarella abstaining

**b. PERSONNEL**

Motion by Mrs. Kurth Seconded by Mrs. Farry

Approve the following on the recommendation of the Superintendent:

1. Tuition Reimbursement:

Robin Clark Education Assessment & InterventionA \$1,335.00

2. Amendment to the following contracts effective September 1, 2011 through June 30, 2012:

Robyn White \$16,200

Christina Ayusa \$16,200

3. Ramona Sparano ratified as a cafeteria aide effective September 1, 2011 through June 30, 2012.

4. Application for Salary Advancement effective September 1, 2011 through June 30, 2012:

<u>Employee</u>	<u>Present Salary</u>	<u>New Step</u>	<u>New Salary</u>
Michael Martin	\$48,212.00	B + 15	\$49,312.00

5. Substitute teacher– Susan Gorgodian effective immediately through June 30, 2012.

6. Homebound Instructors for the 2011-2012 School Year:

Karen Clements	Barbara Fanz
MaryKay Grasso	Peg Lyle
Jennifer Newhart	Julianna Pray
Lorraine Sirolli	Angela Torres
Christian Whipple	Jennifer Karaska

7. The Runnemede School District, through our representative, Janet Fiola, will participate in the Camden County Crisis Response Team.

8. *We Care Club* program for the 2011-12 school year.

9. Approve Federally Funded Salaries for FY2012:

NCLB	Jenna Pulcinella	\$55,450.00
IDEA	Rachel Gorman	\$48,212.00

10. NCLB Title I - Mrs. Patricia Dijulio as a Reading Intervention Tutor at the rate of \$38.00 per hour – not to exceed 18 hours per week effective September 29, 2011 through June 30, 2012.

11. Cafeteria/playground substitutes for the 2011-12 school year:

Terry Friel  
 Hope Catarro  
 Angela Laino  
 Maddie Sullivan  
 Eileen Grover

12. FMLA for employee #393 effective November 8, 2011 for approximately 6 week with pay to the extent of available sick leave.

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

Motion by Mrs. Kurth Seconded by Mrs. Panzarella

To table the following recommendation of the Superintendent:

13. A stipend of \$1,800 per year (10 months) for Susan Rost as substitute caller.

On voice vote, motion carried.

Motion by Mrs. Kurth Seconded by Mr. Wark

Approve the following on the recommendation of the Superintendent:

14. Doris Knause as a custodial substitute effective September 29, 2011 through June 30, 2012.

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

Member Panzarella departed at this time (8:02 p.m.)

### c. FINANCE

Motion by Mrs. Kurth Seconded by Mrs. Farry

Approve the following on recommendation of the Superintendent:

1. 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 August 31, 2011, 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 overexpended 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.

Void Bill List, Cks 22862-22926 - \$156,794.79

Bill List #2 – August 27, 2011 - \$156,582.98

Bills List #3 – (September 28, 2011) - \$318,575.70

Bill List #4 (July 15 Payroll) - \$58,139.14

Bill List #5 (July 30 Payroll) - \$66,330.11

Bill List #6 (August 15 Payroll) - \$71,592.42

Bill List #7 (August 30 Payroll) - \$ 62,283.81

Board Secretary's Report – July and August 2011

Treasurer's Report – July 2011 and August 2011

Transfers – June 30, 2011 Final; July 2011; August 2011

Cash Report – July 2011, August 2011

Cafeteria Disbursements – September 2011 - \$2,334.97

## 2. Professional Development Workshops

Name	Workshop/Conference	Date(s)/Time	Cost
Linda Hurd	WJ Reading Council	10/19	40.00
Diane Bergman	WJ Reading Council	10/19	\$40.00
Marisa Burpulis	WJ Reading Council	10/19	\$40.00
Janet Fiola	New Bullying Law	9/26 8:30 – 3:00	110.00
Kristen Callahan	New Bullying Law	9/26 8:30 – 3:00	110.00
Nancy Bada	New Bullying Law	9/26 8:30 – 3:00	110.00
Nancy Bada	Suicide & Self Mutilation	10/13 8:00 – 4:00	79.99
Julianna Pray	Working together: In class resource program	10/21 9:30 – 3:00	11.00
Mary Kay Grasso	Working together: In class resource program	10/21 9:30 – 3:00	11.00
Erin Whitescarver	Writing with Spice	10/21 8:30 – 1:30	165.00
Jenna Pulcinella	Writing with Spice	10/21 8:30 – 1:30	165.00
Linda Hurd	Writing with Spice	10/21 8:30 – 1:30	165.00
Patricia Smith	Governance I	10/24 10:00 – 5:00	No Fee
Lynn Torrillo	Governance IV	10/24 2:30 – 4:30	No Fee
Allison Cunningham	PECS Basic Training	10/27 & 10/28 8:00 – 4:00	395.00
Nancy Bada	Tool Kits for Helping schools with Bulling and Harassment	10/28 8 – 2:45	139.00
Koreen Strong	Developing Fluency in Math (+, -, *, /)	11/18 8:30 – 3:00 12/2 12/16	350.00

Lorraine Sirolli	Cutting Edge Tech Tools for Strengthening Students learning in LA Institute for Educational Development	11/21	8:00 – 3:15	219.00
Jacqueline DeFeo	Cutting Edge Tech Tools for Strengthening Students learning in LA Institute for Educational Development	11/21	8:00 – 3:15	219.00
Michelle DiMatties	Cultural Competence into Ethical Decision Making	11/30	9:30 – 3:30	125.00
Sandra Vesey	Lesson Planning with Different Instructions to Support Students	1/31/ 12, 3/30/ 12	9:30 – 3:00	22.00
Michael Ralston	Lesson Planning with Different Instructions to Support Students	1/31/ 12, 3/30/ 12	9:30 – 3:00	22.00
Lynn Torrillo	Mandatory Training, Governance IV	10/24 /11	2:30 – 4:30	No Fee
Marie Panzarella	Mandatory Training, Governance II	10/24	1 – 3 pm	No Fee
Nancy Ward	NJSBA Workshop 2011	10/24 to 10/26		\$150 regis \$96/ night accom \$49.50 - \$66/da y M&I
Samantha Spaulding And Maria Panzarella	NJSBA Workshop 2011	10/24 - 10/26		\$150 regis \$96/ni ght accom \$49.50 - \$66/da y M&I
CollenKurth And Naomi Davidson	NJSBA Workshop 2011	10/25 - 10/26		\$150 regis \$96/ni ght accom \$49.50 - \$66/da y M&I
Lynn Torrillo	NJSBA Workshop 2011	10/24 - 10/26		\$150 regis
Patricia Smith	Mandatory Training - Orientation	10/24		\$150 regis



3. Tuition Contract as follows for 2011-12 school year:

<u>Student ID</u>	<u>Placement</u>	<u>Tuition</u>
5918318005	Collingswood	\$19,625

4. Tuition rates for Runnemede Public Schools for 2011-12 as follows:

Preschool	\$1,500
K	\$8,920
Grade 1-5	\$9,944
Grade 6-8	\$10,727
MD	\$24,200

5. Transfer of funds from the following accounts to Capital Outlay to replace carpet with carpet tile at the Downing School in the principal's office and the 3<sup>rd</sup> floor hallway.

FROM:

11 000 261 420 DO	\$889.
11 000 261 420 BI	\$889
11 000 261 420 VZ	\$889
11 000 261 610 DO	\$889
11 000 261 610 BI	\$889
11 000 261 610 VZ	\$889
11 000 261 610 DO	\$889
11 000 261 610 BI	\$889
11 000 262 610 VZ	\$888

TO:

12 000 262 420 VZ	\$8,000
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6. Agreement with the Camden County Educational Services Commission to provide CST Evaluations of LDT/C for the 2011-12 school year.
7. Agreement with the Camden County Educational Services Commission to provide an instructional aide to St. Theresa's K-8 School for the 2011-12 school year effective with the submittal date of the IDEA-B FY2012 grant application through June 30, 2012.
8. Agreement with the Camden County Educational Services Commission to provide 2011-12 Chapter 192/193 services for nonpublic school pupils.
9. Agreement with Brookfield Homebound School Program to provide services for bedside instruction as needed during the 2011-12 school year at the rate of \$38/hour.

10. Award a contract under the RFP for Professional Services for an Educational Intervention Specialist effective from September 29, 2011 through June 30, 2012:

Barbara Epstein	\$70/hour not to exceed 21 hours/week
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11. Application for the FY2012 NCLB and IDEA-B entitlement grants for the following amounts:

NCLB Title I	\$159,826
NCLB Title IIA	\$ 47,724
IDEA Basic	\$252,555
IDEA Preschool	\$ 12,189

12. Contract with “*Think Social Publishing, Inc.*” to provide full day district-wide professional development program in the amount of \$2,500 funded by NCLB Title IIA.
13. Collaboration Agreement with Gloucester County Special Services School District McKinney-Vento Homeless Education Project for the 2011-2012 school year.

ROLL CALL VOTE:    Yes    6    No    0    Abstain    0    Absent    3

**d. CURRICULUM –**

Motion by                      Mrs. Kurth                      Seconded by                      Mrs. Davidson

Approve the following on recommendation of the Superintendent:

The following curriculum revisions that align with the New Jersey Common Core Standards were required by the DOE for September 2011.

1. Grades K-2 Math
2. Grades K-8 Science
3. Revisions to the Codes of Conduct for Bingham, Downing and **Volz** Schools to reflect new HIB regulations. (on file)
- 4.

ROLL CALL VOTE:    Yes    6    No    0    Abstain    0    Absent    3

President Spaulding added appreciation to the teachers who worked hard on updating the Core Content Standards.

e. **POLICIES/PUBLIC RELATIONS**

Motion by Mrs. Davidson Seconded by Mrs. Smith

Approve the following on recommendation of the Superintendent:

1. First Reading:

#0142 Board Member Qualifications, Prohibited Acts and Code of Ethics

ROLL CALL VOTE: Yes 6 No 0 Abstain 0 Absent 3

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 Dan Conard inquired on the We Care Club. Response by staff that the club was started by students and is in honor of the memory of Ron DeNafo.

Attendee John Schmidt inquired or noted the following:

- On examining information for six southern counties, have the members of the Board filed their ethics disclosures. Mrs. Carmody noted that all members have filed.
- Requested an estimated timeline for hiring a new BA and if the Board has any prospects
- Inquired why the Board has not updated prior meeting minutes
- Inquired if the Board Attorney is billing the district to consult with the insurance provided council on the civil suit. Dr. Ward responded that the Board solicitor is providing pro bono professional services. Mr. Schmidt inquired if there would be a paper trail on the hours of service. Dr. Ward responded she was not aware if there will be a trail.
- Inquired if there would be a financial impact on insurance rates as a result of the civil suit. Mrs. Carmody responded that it is not expected to have a significant impact.

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

XII. Executive Session –

Motion by Mrs. Kurth 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 the Superintendent’s Contract Renewal. 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.

No action will be taken when the board reconvenes to public session to adjourn the meeting.

ROLL CALL VOTE: Yes 6 No 0 Abstain 0 Absent 3

The Board convened in Executive Session at 8:15 p.m.

Motion by Mrs. Panzarella Seconded by Mr. Wark

The Board reconvened in Public Session at 9:10 p.m.

Voice vote, motion carried.

The following members were present: Naomi Davidson, Amy Farry, Colleen Kurth, Maria Panzarella, Patricia Smith, Samantha Spaulding, John Wark.

Superintendent Nancy Ward was present; Interim Business Administrator/Board Secretary Valerie Carmody was not present.

XIII. Adjournment at 9:12 pm

Motion by Mrs. Smith Seconded by Mrs. Panzarella

Respectfully submitted,

Valerie J. Carmody  
Interim Business Administrator/Board Secretary  
and  
Nancy Ward  
Superintendent of Schools  
Secretary Pro Tem