

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

M I N U T E S
January 25, 2012

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 at 7:03pm 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:

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

Also Present: Nancy Ward, Superintendent of Schools
Joanne Augustine, Business Administrator
Mark Iannucci, Principal – Mary Volz School
Robert Mungo, Assistant Principal – Mary Volz School
Janet Fiola, Child Study Team Coordinator
Butch Bruner, Maintenance Supervisor
Philip Stern, Esq. Board Solicitor
Staff members and residents

IV. Approval of Minutes

Motion by Mrs. Smith Seconded by Mrs. Panzarella

a. Approve the following minutes:

- Regular minutes from December 21, 2011
- Executive minutes from December 21, 2011

ROLL CALL	Yes	No	Abstain	Absent
VOTE: Regular & Executive	9	0	0	0

V. Correspondence

Mrs. Spaulding announced that she had received a flyer regarding an upcoming workshop on salary guides.

VI. Open Public Comment - Public Comments on Agenda Items Only

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.
5. (just before the resolution is voted on)
6. Limit your comments to the specific resolution/items.
7. Limit your comments to (3) minutes per person.

John Schmidt of Thompson Ave, Gloucester City commented or inquired as follows:

- Commented on the Board's action item to approve a resolution to move the election to November. He asked that the Board of Education discussion delay the vote until the next meeting. Although it is proposed that more people will come out to vote in November, he is concerned that this may not happen.
- Commented that School Board elections should continue to allow citizens to vote on budgets. He also remarked that he always votes against budgets because he has a problem with contracts.

Pat Wilson, staff member and resident commented as follows:

- A no vote on budgets won't affect contracts because they are already set. She also remarked that the election will be "political" no matter when it is.

Nick Kappatos, Boro Councilman commented as follows:

- Supports the Board's decision to move the election to November and hopes they approve the resolution

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

VII. Reports

1. Superintendent’s Report (on file) – Dr. Ward briefly discussed items detailed on report.
2. Business Administrator’s Report (on file) – Ms. Augustine briefly discussed items listed on report.
3. Building & Grounds Report – (on file)
4. Principal’s Reports–(on file)
5. Nurses Report – (on file)
6. Special Education Report -- (on file)
7. PTA Report – Mrs. Wilson commented on upcoming events, including a Princess Party on 2/12/12, Founder’s Day 2/27/12, “Grow Ems” plant sale, and a basket auction.
8. Committee Reports
 - Camden County Educational Services Commission Report - none
 - NJSBA Report – Mrs. Davidson advised that the information she had concerning the election resolution was discussed by Dr. Ward.
 - Black Horse Pike - none
 - Curriculum - none
 - Policy/Public Relations – Mrs. Torillo provided a report on meeting with Pat Passio , Dr. Ward and Ms. Augustine. Some items discussed were recycling, one way street and possible new construction.
 - Negotiations – Mrs. Kurth reported that the committee met, finished their negotiations and forwarded the information to the rest of the board members.
 - Finance - none
 - Personnel - none
 - Property – Mrs. Kurth commented that the committee met prior to the board meeting and discussed status of Long Range Facility Plan and construction/maintenance project list compiled by Mark Speck.
 - Other - Mrs. Spaulding advised that other Board members met with the School’s Architect Bob Garrison to discuss questions regarding a possible new construction project.

VIII. Old Business - none

IX. New Business

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	PTA	Karaoke Night	1/20/2012	6:30 pm – 9:00 pm
Volz All Purpose Room	PTA	PTA Dance (K-5 th grade)	2/10/12	7:00 pm – 8:30 pm (need room 5:30 – 9:00)

Volz All Purpose Room	Student Council/ Yearbook Committee	Bingo (4 th - 5 th grade)	2/16/12	2:30 pm – 4:00 pm
Volz All Purpose Room	Student Council/ Yearbook Committee	Dance (6 th , 7 th , 8 th grade)	2/16/12	6:30 pm – 8:30 pm
Volz All Purpose Room	Runnemedede Girl Scouts	Annual Dinner/Show	3/14/12	4:00 pm – 9:00 pm
Volz All Purpose Room	Drama Club (Alfie Mannino)	Play Performance	5/17/2012 5/18/2012	7:00 pm – 8:30 pm

2. Field Trips - None

ROLL CALL VOTE: Yes 9 No 0 Abstain 0 Absent 0

b. PERSONNEL

Motion by Mrs. Kurth Seconded by Mrs. Panzarella

Approve the following on the recommendation of the Superintendent:

1. Following Tuition Reimbursement:

Robin Clark A Collaborative Inclusion \$665.00

2. Salary Advancement:

	<u>Previous Salary</u>	<u>New Salary</u>
Robin Clark	B = \$68,220.00	B + 15 = \$69,320.00

3. Following Tuition Reimbursement:

Teresa Grassi A Teaching Literacy \$2,000.00

4. Following Tuition Reimbursement:

Lisa Maitag A Materials for Young Adults \$2,000.00

5. Melissa Maatje as the Mary Volz Music Teacher to replace Mr. Robert D'Errico. Start date TBD by Ms. Maatje's release from her current contract. Salary BA, Step I - \$47,100.00

6. Sandra Niblic as a substitute teacher from 01/26/2012 through 6/30/2012.

7. Ms. Suzette Kohn as a substitute aide from 1/26/2012 through 06/30/2012.

8. Melissa Lukacsy as a homebound instructor for the remainder of the 2011-2012 school year.

9. Michael Ralston as the *Battle of the Books* advisor for the 5th and 6th grade teams for the 2011-2012 school year.

10. Approve the agreement between the Runnemede Board of Education and the Runnemede Principals and Supervisors Association.

11. Approval of employee #197 to take Intermittent Family Leave from 01/06/2012 through 01/06/2013.

ROLL CALL VOTE: Yes 9 No 0 Abstain 0 Absent 0

c. FINANCE

Motion by Mrs. Panzarella Seconded by Mrs. Beebe

Approve the following on the 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 November 30, 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 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 - \$326,170.93 (Revised)

Bills List #2 - \$335,817.55 (Payroll December 15, 2011)

Bills List #3 - \$313,795.40 (Payroll December 23, 2011)

Board Secretary's Report – November 30, 2011

Treasurer's Report – November 2011

Transfers and Appropriation/Revenue Adjustments – November 2011

Cash Report – November 2011

2. Professional Development Workshops

Name	Workshop/Conference	Date(s)/Time	Cost
Jen Majewski	Rutgers 44 th Annual Reading and Writing Conference	March 16, 2012	150.00
Naomi Davidson	School Law Forum – Exceeded group registration fee approved 9/28/11	October 24, 2011	25.00
Joanne Augustine	NJ Assoc. of School Business Officials/Fiscal Issues	February 2, 2012	75.00
Joanne Augustine	CCASBO meeting	February 15, 2012	n/a
Butch Bruner	NJ School Building & Grounds Assn Meeting	February 1, 2012 12pm-1:30pm	n/a
Butch Bruner	Environmental & Governmental Code Compliance – 18 hours	March 5, 7, 12, 14, 19 & 21 (6pm – 9pm)	553.00
Kristin Callahan	Bullying Prevention and Intervention for young children	March 30 th 2012	139.00

- 3. Tuition Contract for Student 48657 at Archbishop Damiano School commencing December 5, 2011 for the 2011-12 school year at a per diem rate of \$106.43. (Tuition contract not clarified in prior agenda item approving nursing services to the Out of District school.)
- 4. Approve adjusted cost (variance greater than 10%) of Turkish Translator services as required for eligibility meeting on 12/8/11. Initial estimated costs were \$225.00. Total costs are \$253.53.
- 5. Approve estimated costs of \$1,530 for Turkish Translator services for IEP meeting. (Translation services are required by law.)
- 6. Approve Student Council Fundraiser with Ms. Lukacsy and Ms. Pray sponsoring several events.
- 7. Agreement with Alternatives Unlimited, Inc to provide Home Instruction Services as needed during the 2011-12 school year at the rate of \$30/hour.
- 8. Neurological evaluation for student #48338 as required.
- 9. Approval of Supplemental Education Services Providers
 - a. Let Me Learn, Inc. of Glassboro, NJ will provide supplemental education services for students as mandated by No Child Left Behind. The agreement will terminate August 31, 2012, the end of the NCLB grant year. Fees for services will not exceed the NCLB per student maximum of \$769. Funded through NCLB grant 20-231-100-300-AD.
 - b. EIRC of Mullica Hill, NJ will provide supplemental education services for students as mandated by No Child Left Behind. The agreement will terminate August 31, 2012, the end of the NCLB grant year. Fees for services will not exceed the NCLB per student maximum of \$769. Funded through NCLB grant 20-231-100-300-AD.

ROLL CALL VOTE: Yes 9 No 0 Abstain 0 Absent 0

Motion by Mrs. Kurth Seconded by Mrs. Davidson

Approve the following on the recommendation of the Superintendent:

- 10. Approve the Resolution to eliminate the vote on the annual budget and to move the election of school board members to the general election.

ROLL CALL VOTE: Yes 9 No 0 Abstain 0 Absent 0

Motion by Mrs. Panzarella Seconded by Mrs. Beebe

Approve the following on the recommendation of the Superintendent:

- 11. "Go Red for Women Campaign" fundraiser sponsored by Christie Kerslake on February 3, 2012.
- 12. Accept with appreciation from the Box Tops for Education Program a \$5,862.00 donation for Downing School and a \$565.30 donation for Bingham School. Downing won a Bonus Box Tops contest resulting in an award of \$5,183.00 included in the check received for the schools participation.
- 13. Approve the proposal from Radar Security Systems, Inc. to install an additional card access point at Bingham School in the amount of \$1,997.00.
- 14. Approve the renewal agreement with E-rate Partners, LLC for Priority 2 E-rate Services for Funding Years 2012 and 2013 at no increase over the previous agreement for Funding Years 2010 and 2011. The annual fee remains at \$2,500.

ROLL CALL VOTE: Yes 9 No 0 Abstain 0 Absent 0

d. CURRICULUM

Motion by _____ Seconded by _____

Approve the following on the recommendation of the Superintendent: (NO ITEMS)

ROLL CALL VOTE: Yes No Abstain Absent

e. POLICIES/PUBLIC RELATIONS

Motion by Mrs. Smith Seconded by Mrs. Torillo

Approve the following on the recommendation of the Superintendent:

- 1. Following Job Descriptions:
 - J-18 Cafeteria/Playground Aide
 - J-40 Food Service Aide
- 2. Following amended policy for First Reading:
 - #6620 Petty Cash
- 3. Policies for 2nd Reading:
 - #5519 Dating Violence at School (mandated)
 - #6424 Emergency Contracts

- #8505 School Nutrition (mandated)
- #9180 School Volunteers
- #9181 Volunteer Athletic Coaches & Co-Curricular Activity Advisors/Assistants

4. FYI – “Newspaper for Volz School On Sale”

ROLL CALL VOTE: Yes 9 No 0 Abstain 0 Absent 0

X. 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 0167). 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 Jenny Brown inquired about the Choice Program. She is concerned about class sizes and wanted to know if acceptance is contingent on our cap on class size. Dr. Ward supports no higher than 25 class size. However, if a Choice student is preapproved, the district cannot deny enrollment. Dr. Ward also commented that there are 3 Choice students enrolled this year and they are doing quite well.

Attendee John Schmidt commented or inquired as follows:

- Commented that he was here at Volz last week and observed about 30 parking violations. He noted that people were parked in the “yellow”. Mr. Schmidt remarked that he intends to look again and take plate numbers to file tickets. He stated, “I go by the law.” He felt parents should park further away and down the side streets rather than in the yellow areas in front of the school.

XI. Executive Session (student, personnel, legal, or contractual matters)

Motion by Mrs. Kurth Seconded by Mrs. Torillo

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 legal 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.

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

ROLL CALL VOTE: Yes 9 No 0 Abstain 0 Absent 0

The Board convened in Executive Session at 8:28 p.m.

XII. Return to Public Session

Motion by Mrs. Smith Seconded by Mrs. Torillo

The Board reconvened in Public Session at 8:55 p.m.

Voice vote, motion carried.

The following members were present: Angel Beebe, Naomi Davidson, Amy Farry, Colleen Kurth, Patricia Smith, Samantha Spaulding, Lynn Torrillo and John Wark.

Superintendent Nancy Ward, Business Administrator/Board Secretary Joanne Augustine and Solicitor Philip Stern were also present.

XIII. Adjournment at 8:56 pm

Motion by Mrs. Torillo Seconded by Mrs. Davidson

Respectfully submitted,

Joanne Augustine
Business Administrator/Board Secretary