

**BOARD OF EDUCATION
RUNNEMEDE PUBLIC SCHOOL DISTRICT**

Mary Volz School Library
April 24, 2013

6:00 p.m. Work Session Followed by 7:00 p.m. Regular Meeting

M I N U T E S

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

Call Meeting to Order President Spaulding called the meeting to order at 7:00pm
Sunshine Law: The Runnemede Board of Education Meeting is called to order. The Board of Education is in compliance with Chapter 231 of the Public Laws of 1975, entitled the "Open Public Meetings Act." The time, date and location of this meeting was appropriately advertised by notifying the Retrospect, as well as posting notices in the Borough Hall, Runnemede Post Office, Mary Volz School, Aline Bingham School, Grace Downing School, and the Runnemede Public School District website.

Pledge of Allegiance The flag salute was said by all present.

Roll Call	MEMBERS PRESENT	MEMBERS ABSENT	ALSO PRESENT
	Patricia Adair	Angel Beebe	Mr. Mark Iannucci, Superintendent
	Charles Buchheim	Patricia Smith	Acting Principal
	Naomi Davidson		Ms. Joanne Augustine, SBA/BS
	Maria Panzarella (left 8:05pm)		Ms. Marie Gallagher, Principal
	Samantha Spaulding		Mrs. Janet Fiola, CST Coordinator
	Lynn Torrillo		Residents and Staff Members
	John Wark		

Approval of Minutes

Motion by Ms. Panzarella Seconded by Mrs. Adair

RECOMMEND that the Board of Education approve the minutes of the following meetings:

1. March 27, 2013 Public Hearing
2. March 27, 2013 Regular Meeting
3. March 27, 2013 Executive Session

ROLL CALL VOTE:	5 Aye	0 Nay	2 Abstain	2 Absent
			(Mrs. Spaulding)	(Mrs. Beebe)
			(Mrs. Torrillo)	(Mrs. Smith)

MOTION CARRIED

Financial Report –
Period Ending
February 2013

Motion by Mrs. Torrillo Seconded by Mr. Buchheim

Secretary's Report Ms. Augustine reported on the following activities in addition to routine business:

Activities in addition to routine business include:

- A. 2013-14 Budget presentation and submission
- B. Reimbursement Request IDEA FY13
- C. Reimbursement Request NCLB FY13
- D. Reimbursement Request 2012-15 Race to the Top Grant
- E. Review 2013 Personal/Financial Disclosure Statements
- F. Facilitate completion of Online Board Self-Evaluation
- G. QSAC follow - up documentation for county DOE office
- H. Initiate planning process for various summer facility work

Superintendent's Report Mr. Iannucci reported on the following items of interest:

- A. Attendance/Enrollment Reports **Attachment X.1**

Principals' Reports Principals reported on the following items of interest:

- A. Fire and Security Drills to date were conducted as follows:

SCHOOL	TYPE OF DRILL	DATES
BINGHAM	FIRE	3/11
	LOCKDOWN	3/28 (Active Shooter)
DOWNING	FIRE	3/11
	LOCKDOWN	3/27 (Active Shooter)
VOLZ	FIRE	3/27
	LOCKDOWN	3/26 (Active Shooter)

Mrs. Gallagher also commented that the Art Show had a good turnout.

- B. Nurse's Report (on file)
- C. Buildings and Grounds Report (on file)
- D. Special Education Report (on file)

Other Reports

- A. PTA Report

Mrs. Wilson reminded everyone that the Basket Auction is Friday, 4/26. They have 130 baskets. Tickets are \$20 for 25 tickets. The \$1,500 raffle cost \$5 per ticket or \$20 for a book of 5.

- B. Committee Reports

- Camden County Education Services Commission - none
- NJSBA Report – Mrs. Adair reported on the passage of Bill S-2057 “The Anti-Big Brother Act.” The bill requires school districts that supply laptops and other electronic devices that can remotely track student activities must also provide parents/guardians with a written notice that it may collect information or activity of the student. Mrs. Adair also reported on upcoming events.
- Black Horse Pike – Mrs. Wilson reported on several new staff members including the Superintendent Dr. Repici.
- Negotiations – Mrs. Davidson advised that there will be a negotiations meeting on Tuesday, April 30 at 6:30pm. Initial proposals will be exchanged.

Old Business None

New Business

ROLL CALL VOTE: 7 Aye 0 Nay 0 Abstain 2 Absent
(Mrs. Beebe)
(Mrs. Smith)

MOTION CARRIED

On behalf of the Board of Education, President Spaulding thanked the staff members for their years of service, and wished them well.

FINANCE

Motion by Mrs. Davidson seconded by Mr. Buchheim to approve items 1 through 8 on the recommendation of the Superintendent and School Business Administrator

1. Transfers and Appropriation/Revenue Adjustments – February 2013
Cash Report – February 2013
2. Professional Development Workshops

Name	Workshop/Conference	Date(s)/Time/Location	Cost
Butch Bruner	Fundamentals of Boiler Operation Seminar – NJSBAIG & Hartford Steam Boiler Company	July 19, 2013 8:00am – 3:00 pm Ramada Inn, Vineland, NJ	\$50.00 Mileage
Lori Hynes	Common Core & Using the Model Curriculum for Special Educators – NJDOE	April 22, 2013 1:00pm – 3:00pm Gloucester County Fire Academy, Clarksboro, NJ	Mileage
Melinda Otero	Nonviolent Crisis Intervention - Crisis Prevention Institute	May 14-17, 2013 8:00am – 3:00pm Wyndham Mount Laurel Mt. Laurel, NJ	\$2,018.00 Mileage
Kathy Malatesta Lori Laundry	Central Office Administrative Secretaries Sponsor - NJASBO	May 14, 2013 9:00am – 3:00pm Double Tree, Mt. Laurel	\$50 each Mileage

3. Payment of Bills (Bills Lists attached)

ACCOUNT PERIOD/BATCH #	TOTAL AMOUNT
Bills List #1 – Payroll 03/15/2013	\$ 347,243.15
Bills List #2 – Payroll 03/30/2013	\$ 360,795.50
Bills List #3 - April 23, 2013	\$231,408.47
Bills List #4 – April 24, 2013	\$149,580.72
Cafeteria	\$7,256.95
Total	1,096,284.79

4. Renewal of Archway Programs (before and after school care) for the 2013-2014 school year. Agreement includes \$1,800.00 renewal fee to district.
5. Payment of 19 accrued unused vacation days at the per diem rate of \$535.51 (total of \$10,174.69) for Dr. Nancy Ward.
6. Emergency Generator Set Planned Maintenance Agreement with Penn Power Systems for all three generator sets and transfer switches. Inspection and maintenance are required in order to satisfy warranty.
7. An Electric Generation Service Agreement between Runnemede Board of Education and Direct Energy Business, LLC. The district is a member of the Alliance for Competitive Energy Services which is a shared service among numerous NJ school districts. The Alliance combines the

ROLL CALL VOTE: 7 Aye 0 Nay 0 Abstain 2 Absent
(Mrs. Beebe)
(Mrs. Smith)

MOTION CARRIED

Motion by Ms. Panzarella seconded by Mr. Wark to approve items 10 through 12 on the recommendation of the Superintendent and School Business Administrator

10. Licensing and maintenance fee for the 2013-14 school year to participate in the NJ Cooperative Bid Maintenance program with Educational Data Services, Inc. Total cost \$2,900.
11. Resolution authorizing the use of awarded vendors through Educational Data Services.
WHEREAS, the State of New Jersey has encouraged school districts to cooperatively purchase supplies and/or services; and
WHEREAS, Educational Data Services provides a list of vendors who have been awarded bids through their open bid process; and
WHEREAS, the Runnemede Board of Education in an effort to save taxpayers money through efficient and cost effective purchasing has entered into an agreement with Educational Data services to participate in the cooperative bids for supplies and services;
NOW, THEREFORE BE IT RESOLVED that the Runnemede Board of Education approve the following vendor who has been awarded a bid through the Educational Data Services.

Northeast Mechanical Services EDS Bid #4687
Northeast Electrical Services EDS Bid #5236

12. Title I Staff salaries for the 2012-13 school year. Detailed Board approval required for grant compliance.

<u>Staff Name</u>	<u>12-13 Salary</u>	<u>% of Salary</u>	<u>Account #</u>
Jenna Pulcinella	\$ 56,900.00	100%	20-231-100-101-AD

ROLL CALL VOTE: 7 Aye 0 Nay 0 Abstain 2 Absent
(Mrs. Beebe)
(Mrs. Smith)

MOTION CARRIED

CURRICULUM

Motion by Mrs. Adair seconded by Mrs. Davidson to approve items 1 through 2 on the recommendation of the Superintendent and School Business Administrator:

1. Homebound instruction for Student #4872 for probable duration from March 6, 2013 through April 23, 2013. Homebound instructors are Alex Taliaferro and Cindy King.
2. District Three-Year Educational Technology Plan for 2013-2016. Plan was submitted to Department of Education as required for compliance with E-Rate program.

ROLL CALL VOTE: 7 Aye 0 Nay 0 Abstain 2 Absent
(Mrs. Beebe)
(Mrs. Smith)

MOTION CARRIED

POLICIES/
PUBLIC RELATIONS

Motion by Mrs. Davidson seconded by Mr. Wark to approve item 1 on the recommendation of the Superintendent and School Business Administrator:

Executive Session Matters to be discussed under Section 8, Open Public Meetings Act.

Motion by Mr. Buchheim seconded by Mrs. Davidson to adopt following resolution to recess to Executive Session

RESOLUTION FOR EXECUTIVE SESSION

WHEREAS, while the Sen. Byron M. Baer Open Public Meetings Act (N.J.S.A. 10:4-12 et seq.) requires all meetings of the Runnemede School District, Board of Education to be held in public, N.J.S.A. 10:4-12(b) sets forth nine types of matters that may lawfully be discussed in Executive Session, i.e. without the public being permitted to attend; and

WHEREAS, the Runnemede Public School District, Board of Education has deemed it necessary to go into closed session to discuss certain matters which are exempted from the Public; and

WHEREAS, the nine exceptions to public meetings set forth in N.J.S.A. 10:4-12(b) are listed below, and next to each exception is a box within which the number of issues to be privately discussed that fall within that exception shall be written, and after each exception is a space where additional information that will disclose as much information about the decision as possible without undermining the purpose of the exception shall be written.

NOW, THEREFORE, BE IT RESOLVED that the Runnemede Public School District, Board of Education will go into closed session for the following reason(s) as outlined in N.J.S.A. 10:4-12(b):

- Any matter which, by express provision of Federal Law, State Statute or Rule of Court shall be rendered confidential or excluded from discussion in public
- Any matter in which the release of information would impair a right to receive funds from the federal government;
- Any matter the disclosure of which constitutes an unwarranted invasion of individual privacy such as any records, data, reports, recommendations, or other personal material of any educational, training, social service, medical, health, custodial, child protection, rehabilitation, legal defense, welfare, housing, relocation, insurance and similar program or institution operated by a public body pertaining to any specific individual admitted to or served by such institution or program, including but not limited to information relative to the individual's personal and family circumstances, and any material pertaining to admission, discharge, treatment, progress or condition of any individual, unless the individual concerned (or, in the case of a minor or incompetent, his guardian) shall request in writing that the same be disclosed publicly;
- Any collective bargaining agreement, or the terms and conditions of which are proposed for inclusion in any collective bargaining agreement, including the negotiation of terms and conditions with employees or representatives of employees of the public body
- Any matter involving the purpose, lease or acquisition of real property with public funds, the setting of bank rates or investment of public funds where it could adversely affect the public interest if discussion of such matters were disclosed;
- Any tactics and techniques utilized in protecting the safety and property of the public provided that their disclosure could impair such protection;
- Any investigations of violations or possible violations of the law;
- Any pending or anticipated litigation or contract negotiation in which the public body is or may become a party. Any matters falling within the attorney-client privilege, to the extent that confidentiality is required in order for the attorney to exercise his ethical duties as a lawyer;
- 1 Any matter involving the employment, appointment, termination of employment, terms and conditions of employment, evaluation of the performance, promotion or disciplining of any specific prospective public officer or employee or current public officer or employee employed or appointed by the public body, unless all individual employees or appointees whose rights could be adversely affected request in writing that such matter or matters be discussed in public; **(administrative positions)**
- Any deliberation of a public body occurring after a public hearing that may result in the imposition of a specific civil penalty upon the responding party or the suspension or loss of a license or permit belonging to the responding party as a result of an act of omission for which the responding party bears responsibility;

WHEREAS, the length of the Executive Session is undetermined; however, the Runnemede Public School District, Board of Education will make every attempt to estimate the time of the session prior to convening the session after which the public meeting shall reconvene at 8:05 pm and the Runnemede Public School District, Board of Education will proceed with business.

NOW, THEREFORE, BE IT RESOLVED, that the Runnemede Public School District, Board of Education will go into Executive Session for only the above stated reasons;

BE IT FURTHER RESOLVED that the Runnemede Public School District, Board of Education hereby declares that its discussion of the aforementioned subject(s) may be made public at a time when the Runnemede Public School District, Board of Education attorney advises that the disclosure of the discussion will not detrimentally affect any right, interest or duty of the school district or any other entity with respect to said discussion.

BE IT FURTHER RESOLVED that the Runnemede Public School District, Board of Education, for the aforementioned reasons, hereby declares that the public is excluded from the portion of the meeting during which the above discussion shall take place and hereby directs the board secretary to take the appropriate action to effectuate the terms of this resolution.

BE IT FURTHER RESOLVED that the Board Secretary on the next business day following this meeting, shall furnish a copy of this resolution to any member of the public who requests one at the fees allowed by N.J.S.A. 47:1A-1 et seq. Action on any item may or may not be taken in Open Session at the conclusion of the Executive Session.

Time: 7:36 pm

ALL IN FAVOR AYES CARRIED

Return to Public Session Motion by Mrs. Adair seconded by Mrs. Davidson to return to open session

ALL IN FAVOR AYES CARRIED

Time 8:17 pm

Board/Committee Meetings

Motion by Mr. Wark, seconded by Mrs. Davidson to hold the following Special Board Meetings:

New:

Special BOE meeting date: April 29, 2013 at 6:00pm

Special BOE meeting date: May 2, 2013 at 7:00pm (work session at 6:00pm for ethics training)

Reminder:

Next regular BOE meeting date: May 29, 2013 at 7:00pm (work session at 6:00pm)

Adjournment

Motion by Mrs. Torrillo seconded by Mrs. Adair to adjourn at 8:18pm

ALL IN FAVOR

AYES CARRIED

Respectfully submitted,

Joanne Augustine
Board Secretary