

No public comment. President Spaulding closed the public comment section of the meeting.

Secretary's Report

Ms. Augustine reported on the following activities in addition to routine business:

Activities in addition to routine business include:

- A. Submit January to March 2013 Quarterly Financial Report on the NJ Medicaid Cost Reporting and Claiming System (MCRCS)
- B. Reimbursement Request for April expenditures - IDEA FY13
- C. Reimbursement Request for April expenditures - NCLB FY13
- D. Submit certification of 2013 Personal/Financial Disclosure Statements
- E. Facilitate completion of Board Self-Evaluation in order for compilation of results to be completed by NJSBA
- F. Review submitted Requests for Qualifications for professional services for the 2013-14 school year.
- H. Continue planning process for various summer facility work
- I. Negotiations work and attendance at negotiation committee meetings.

Superintendent's Report

Mr. Iannucci reported on the following items of interest:

- A. Attendance/Enrollment Report 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	4/24/13
	EVACUATION	4/26/13
DOWNING	FIRE	4/11/13
	EVACUATION	4/25/13
VOLZ	FIRE	4/26/13
	EVACUATION	4/23/13

- 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 commented that the PTA is wrapping up the year. The Basket auction was a success. They raised \$15,000 even with the number of people down by 82. The money will be used for trips and supplies. Family Bingo Night will be June 7. There will be new PTA officers for next school year. Mrs. Spaulding thanked Mrs. Wilson and Mrs. Marker for all their years of service.

B. Committee Reports

- Camden County Education Services Commission - none
- NJSBA Report – Mr. Buchheim attended the Delegate Assembly two weeks ago. He reported that one resolution was tabled regarding homebound instruction. The other resolutions being voted on were approved.

- Black Horse Pike - Mrs. Spaulding announced that a Runnemede resident was selected as the new Principal at Triton. They are having a lot of changes in positions. Mrs. Wilson added that they support hiring from within.
- Negotiations – Mr. Wark and Mrs. Hummel both commented that it was going well.

Old Business None

New Business

PROPERTY & TRANSPORTATION

Motion by Mrs. Torillo seconded by Mrs. Beebe that the Board approve items 1 through 5 on the recommendation of the Superintendent and School Business Administrator.

1. Facility Use

Facility	User	Purpose	Date	Time
Volz Gymnasium & All Purpose Room	Runnemede PTA	Kids/Family Bingo	6-7-13	6:00pm to 9:00pm
Volz All Purpose Room and Kitchen	Runnemede PTA	Graduation Dance	6-14-13 6-15-13 6-16-13 6-17-13	3:00pm to 12:00am 9:00am to 12:00am 12:00pm to 12:00am 3:00pm to 12:00am
Volz Soccer Field and All Purpose Room	RYAA	Field Hockey Camp	7-15-13 through 7-18-13	12:00pm to 3:30pm

2. Field Trips - None

3. First Student Renewal Transportation Contract

Renew the transportation contract (Routes 1, 2AM, 3 and 4) for transportation to/from school for the 2013-14 school year with First Student, Inc. at the State approved CPI increase of 2.63%. Total cost for all routes is \$76,930.20.

4. Authorize the School Business Administrator to solicit bids for student transportation to/from school for the 2013-14 school year for Route 2 PM and any other routes that may be necessary.

5. Adopt a resolution to amend the approved Long Range Facilities Plan to include a proposed renovation to the Downing Boiler room in order to add a sink and food prep area, and authorize the Superintendent, Business Administrator and/or Architect of Record, Garrison Architects, to submit the application and documentation for an “Other Capital Project” for the Downing School renovation to the NJ Department of Education Office of Facilities Management. The Board also acknowledges that there is no state aid for the project.

ROLL CALL VOTE: 7 Aye 0 Nay 1 Abstain 1 Absent
(Ms. Panzarella) (Mrs. Davidson)

MOTION CARRIED

PERSONNEL

Motion by Mrs. Smith seconded by Mr. Wark that the Board approve items 1 through 12 on the recommendation of the Superintendent:

1. Accept, with regret, the resignation with intent to retire of Bob Richards, effective June 30, 2013.

2. Approve Lindsey Mikos as a substitute teacher for the remainder of the 2012-2013 school year.
3. Approve Nicole Baird as a substitute lunch/classroom aide for the 2012-2013 school year, pending fingerprinting.
4. Appoint Joanne Augustine as Business Administrator/Board Secretary effective July 1, 2013 through June 30, 2014. Authorize the submission of the contract for the Business Administrator/Board Secretary to the Camden County Department of Education for approval.
5. Approve Mrs. Lori Hynes for the position of Supervisor of Special Services. Salary, \$93,000.00 for the 2013-2014 school year. Resume and certificate attached.
6. Approve Dr. Sean McCarron for the position of Supervisor of Curriculum and Instruction. Salary, \$93,000.00 for the 2013-2014 school year. Resume and certificate attached.
7. Approve the part time position of *Vocal Music Teacher* to a full-time position effective 2013-2014 school year. (Salary for full time position on Step #7 - \$53,285)
8. Approve the 2013 *Special Education Extended School Year Program*. This program will begin on July 1 and run Monday through Thursday until August 1. The hours are 9:00 – 12:00. Rate of pay for teachers will be \$38.00/hr. Aides \$16.00/hr. Stipends funded by NCLB FY13 Title IA Account #20-231-100-101.

PSD	Cathleen Summerfield MaryAnn Woollen Eileen Sheehan Joan Greenwood
ESY K-1	Jennifer Majewski Helen Kiewel Debra Dockery
ESY 2-4	Susan Wallen Cindy Stone
ESY 3-6	Juliana Pray
Inclusive I	Barbara Fanz
Inclusive 2	Janet Toomey
Inclusive 3-4	Jennifer Karaska
Nurse	Christie Kerslake
Sub Nurse	Karen Feldman

9. Approve the General Education Summer Enrichment Program. Hours will be (9:00 -10:30 and 11:00 – 12:30). Rate of pay for teachers will be \$38.00/hr.

Inclusive 1	Barbara Fanz
Inclusive 2	Janet Toomey
Inclusive 3-4	Jen Karaska

WHEREAS, seventy-five percent (3/4) of the member school districts must approve the proposed amendments within one hundred eighty (180) days of the hearing on the amendments:

NOW THEREFORE, BE IT RESOLVED that at a regular meeting of the Runnemede Board of Education held on the 29th day of May 2013, the Board

X does

___ does not

Hereby approve the proposed amendments to the NJSBAIG Bylaws.

ROLL CALL VOTE: 8 Aye 0 Nay 0 Abstain 1 Absent
(Mrs. Davidson)

MOTION CARRIED

Annual Board Approvals and Appointments

- A. On a motion by Mrs. Smith seconded by Mr. Buchheim approval is made of the official depositories for the funds of the Board of Education:

PNC Bank

ROLL CALL VOTE: 8 Aye 0 Nay 0 Abstain 1 Absent
(Mrs. Davidson)

MOTION CARRIED

- B. On a motion by Ms. Panzarella seconded by Mr. Wark approval is made of the following persons to be authorized to sign checks and vouchers of the Board of Education:

<u>Account Name</u>	<u>Number of Signatures Required</u>	<u>Personnel Responsible</u>
<u>Regular Checking Accounts</u>	<u>3</u>	<u>President or Vice-President, Board Secretary, Treasurer</u>
<u>Payroll Account</u>	<u>1</u>	<u>President or Treasurer</u>
<u>Agency Account</u>	<u>1</u>	<u>Board Secretary</u>
<u>Student Activity Account</u>	<u>2</u>	<u>Board Secretary, Superintendent, Principal</u>
<u>Petty Cash</u>	<u>2</u>	<u>Board Secretary, Superintendent</u>
<u>Lunch Account</u>	<u>2</u>	<u>Board Secretary, Superintendent</u>
<u>Unemployment Account</u>	<u>2</u>	<u>Board Secretary, Superintendent</u>
<u>FSA</u>	<u>2</u>	<u>Board Secretary, Superintendent</u>

ROLL CALL VOTE: 8 Aye 0 Nay 0 Abstain 1 Absent
(Mrs. Davidson)

MOTION CARRIED

- C. On a motion by Mr. Wark seconded by Mrs. Torrillo approval is made of the rules, regulations, and policies heretofore adopted by the Board and are hereby adopted for the 2013-14 school year.

ROLL CALL VOTE: 8 Aye 0 Nay 0 Abstain 1 Absent
(Mrs. Davidson)

MOTION CARRIED

- D. On a motion by Mr. Wark seconded by Mrs. Adair approval is made of the following and are hereby designated as the official newspapers and methods of advertising of this Board until the next reorganization meeting:

The Retrospect

Courier Post

District Website (Internet)

ROLL CALL VOTE: 8 Aye 0 Nay 0 Abstain 1 Absent
(Mrs. Davidson)

MOTION CARRIED

- E. On a motion by Ms. Panzarella seconded by Mr. Wark approval is made of the following:

BE IT RESOLVED by the Runnemede Board of Education, County of Camden, New Jersey that the following be, Ashok Patel, MD School Physician and Medical Inspector of this Board of Education at a rate of \$5,554.00 July 1, 2013-June 30, 2014. Dr. Patel is appointed School Physician under a fair and open competitive Request for Proposals received May 2, 2013.

ROLL CALL VOTE: 8 Aye 0 Nay 0 Abstain 1 Absent
(Mrs. Davidson)

MOTION CARRIED

- F. On a motion made by Mrs. Adair seconded by Mrs. Smith approval is made of the following:

BE IT RESOLVED by the Runnemede Board of Education, has approved the Camden County Education Services Commission to provide the following services for the 2013-2014 school year:

Special Education and Non-public Transportation and Aid-in-Lieu Service
as per Coordinated Transportation Services
PL 192-193 - Non-Public Education Instructional and Support Services
IDEA Non-Public Education Instructional and Support Services
Substitute Nursing Services

ROLL CALL VOTE: 8 Aye 0 Nay 0 Abstain 1 Absent
(Mrs. Davidson)

MOTION CARRIED

- G. On a motion by Mr. Wark seconded by Mr. Buchheim approval is made of the following:

BE IT RESOLVED by the Runnemede Board of Education, County of Camden, New Jersey that the Business Administrator/Board Secretary be, and is hereby appointed as the person to approve purchase order contracts between meetings for the 2013-2014 school year.

ROLL CALL VOTE: 8 Aye 0 Nay 0 Abstain 1 Absent
(Mrs. Davidson)

MOTION CARRIED

of a fee as established in NJSA 47:1A-2, plus postage. News media shall be exempt from such fee.

5. The schedule of regular official Board meetings for the period from and after this reorganization meeting until the reorganization meeting in 2014 shall be in accordance with the listed schedule designating the dates, times and places of such meetings.

ROLL CALL VOTE: 8 Aye 0 Nay 0 Abstain 1 Absent
(Mrs. Davidson)

MOTION CARRIED

- L. On a motion by Mr. Wark seconded by Mrs. Adair approval was made for New Jersey School Board Association Insurance Group to be named insurance of record for the 2013-2014 school year.

ROLL CALL VOTE: 8 Aye 0 Nay 0 Abstain 1 Absent
(Mrs. Davidson)

MOTION CARRIED

- M. On a motion by Mr. Wark seconded by Mrs. Torrillo approval was made for OMNI to serve as third party administrator for 403B plans for the 2013-2014 school year.

ROLL CALL VOTE: 8 Aye 0 Nay 0 Abstain 1 Absent
(Mrs. Davidson)

MOTION CARRIED

- N. On a motion by Ms. Panzarella seconded by Mr. Wark approval was made for the following:

BE IT RESOLVED by the Runnemede Board of Education, County of Camden, New Jersey that the Maintenance Technician/Supervisor, be appointed Indoor Air Quality Designee, Integrated Pest Management Coordinator, Right to Know Officer, Chemical Hygiene Officer, and AHERA coordinator for the 2013-2014 school year.

ROLL CALL VOTE: 8 Aye 0 Nay 0 Abstain 1 Absent
(Mrs. Davidson)

MOTION CARRIED

- O. On a motion by Mr. Wark seconded by Mrs. Torrillo approval was made, Business Administrator/Board Secretary as Agency Compliance Officer for the 2013-2014 school year.

ROLL CALL VOTE: 8 Aye 0 Nay 0 Abstain 1 Absent
(Mrs. Davidson)

MOTION CARRIED

- P. On a motion by Mr. Wark seconded by Mrs. Adair approval was made for the following tax shelter annuity companies contingent with compliance with IRS regulations and information sharing agreements with OMNI:

MetLife
Equitable
Fidelity

ING
 Lincoln Financial
 Midland National
 Siracusa
 Vanguard

ROLL CALL VOTE: 8 Aye 0 Nay 0 Abstain 1 Absent
 (Mrs. Davidson)

MOTION CARRIED

Q. On a motion by Mr. Buchheim seconded by Mr. Wark approval was made for the Uniform Minimum Chart of Accounts for NJ Public Schools as prepared by NJ Department of Education Division of Finance.

ROLL CALL VOTE: 8 Aye 0 Nay 0 Abstain 1 Absent
 (Mrs. Davidson)

MOTION CARRIED

R. On a motion by Mrs. Smith seconded by Mrs. Adair approval for the Business Administrator/Board Secretary as a Qualified Purchasing Agent to award contracts up to a bid threshold of \$36,000 and a quote threshold of \$5,400, or as \$17,500 and \$2,625 respectively if not a Qualified Purchasing Agent.

ROLL CALL VOTE: 8 Aye 0 Nay 0 Abstain 1 Absent
 (Mrs. Davidson)

MOTION CARRIED

S. On a motion by Mr. Wark seconded by Mrs. Adair approval for the following: Authorization for Business Administrator/Board Secretary to transfer/wire funds by telephone or Internet.

ROLL CALL VOTE: 8 Aye 0 Nay 0 Abstain 1 Absent
 (Mrs. Davidson)

MOTION CARRIED

T. On a motion by Mr. Wark seconded by Ms. Panzarella approval for the following: Authorization for Business Administrator/Board Secretary to pay bills between Board Meetings. Prior approval from Board President required.

ROLL CALL VOTE: 8 Aye 0 Nay 0 Abstain 1 Absent
 (Mrs. Davidson)

MOTION CARRIED

U. On a motion by Mr. Buchheim seconded by Mr. Wark approval was made to appoint Joanne Augustine, as Custodian of Records for the 2013-2014 school year.

ROLL CALL VOTE: 8 Aye 0 Nay 0 Abstain 1 Absent
 (Mrs. Davidson)

MOTION CARRIED

V. On a motion by Ms. Panzarella seconded by Mrs. Smith approval for the following: Procurement of Goods and Services through State Agencies (state contracts) in addition to the following vendors:

School Specialty
Ed Data
Office Basics
N.J. State Contract
W B Mason

ROLL CALL VOTE: 8 Aye 0 Nay 0 Abstain 1 Absent
(Mrs. Davidson)

MOTION CARRIED

W. On a motion by Mr. Wark, seconded by Mrs. Adair, the firm of Nightlinger, Colavita, & Volpa is appointed as Auditor under a fair and open competitive Request for Proposals received May 2, 2013, at a fee of \$17,860.

ROLL CALL VOTE: 8 Aye 0 Nay 0 Abstain 1 Absent
(Mrs. Davidson)

MOTION CARRIED

X. On a motion by Mrs. Smith, seconded by Mr. Buchheim, the firm of Garrison Architects as Architect of Record appointed as Architect of Record under a fair and open competitive Request for Proposals received May 2, 2013, as per the fee scheduled outlined in their proposal.

ROLL CALL VOTE: 8 Aye 0 Nay 0 Abstain 1 Absent
(Mrs. Davidson)

MOTION CARRIED

Y. On a motion by Mrs. Torrillo, seconded by Mrs. Adair, Rehab Connection is appointed as Physical Therapy provider and Occupational Therapy provider under a fair and open competitive Request for Proposals received May 2, 2013, at the hourly rate of \$75 for PT and OT.

ROLL CALL VOTE: 8 Aye 0 Nay 0 Abstain 1 Absent
(Mrs. Davidson)

MOTION CARRIED

Z. On a motion by Mr. Wark, seconded by Mr. Buchheim, Philip Stern, Esq. of Adams, Stern, Gutierrez & Lattiboudere, LLC, is appointed as Board Solicitor under a fair and open competitive Request for Proposals received May 2, 2013, at the hourly rate of \$150.

ROLL CALL VOTE: 8 Aye 0 Nay 0 Abstain 1 Absent
(Mrs. Davidson)

MOTION CARRIED

Recognition of
Citizens and Staff
– non-agenda items

The Public is reminded that they should attempt to resolve problems and/or complaints through initial contact with the staff member or members involved therein and the Chief School Administrator prior to petitioning the Board of Education. Complaints should only be brought to the Board after the appropriate school staff has had a reasonable opportunity to resolve the problem at the employee level. Statements should be limited in length to 3 minutes

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.

The public had no comment. However, the following Board members commented as follows:

- Mr. Wark wanted to thank Mr. Whipple and all the 5th grade teachers who helped out during the DARE graduation that he participated in this week.
- Mrs. Smith commented on the great time she had at the staff retirement dinner. Mrs. Adair agreed. Mrs. Smith praised Mrs. Torrillo on her speech.
- Mr. Buchheim suggested that a 4 day notification of change in field use be used to work out a schedule.
- Mr. Buchheim commented that while attending his governance workshop cell phone use during a board meeting was discussed. It was recommended that cell phones should not be used during a meeting.

Hearing no further comment, Mrs. Spaulding closed the public comment session.

Executive Session None

Board/Committee Meetings

Reminder:

Next regular BOE meeting date: June 26, 2013 at 7:00pm (work session at 6:00pm)

Adjournment Motion by Ms. Panzarella seconded by Mr. Buchheim to adjourn at 7:43pm

ALL IN FAVOR AYES CARRIED

Respectfully submitted,

Joanne Augustine
Board Secretary