

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

**M I N U T E S
July 18, 2012
Regular Meeting**

Mission Statement

The mission of the Runnemed 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 7:04pm by President Spaulding

Sunshine Law: The Runnemed 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 Runnemed 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 7:14pm
Angel Beebe - Present	Amy Farry - Present
Maria Panzarella - Present	Patricia Smith - Present
Lynn Torrillo - Present	John Wark - Present

Also Present: Nancy Ward, Superintendent of Schools
Joanne Augustine, Business Administrator
Marie Gallagher, Principal – Bingham/Downing Schools
Mark Iannucci, Principal – Mary Volz School
Robert Mungo, Assistant Principal – Mary Volz School
Butch Bruner, Maintenance Supervisor
Casie Langel, NJSBA appointed attorney
Residents and staff members

IV. Approval of Minutes

Motion by Mrs. Smith Seconded by Mrs. Beebe

a. Recommend that the Board of Education approve the following minutes:

- Regular minutes - Special Meeting June 20, 2012
- Regular minutes - June 27, 2012
- Executive minutes - June 20, 2012
- Executive minutes - June 27, 2012

ROLL CALL VOTE:	Yes	No	Abstain	Absent	
Reg – June 20, 2012	6	0	Mrs. Farry	1	1
Reg – June 27, 2012	5	0	Ms. Panzarella	2	1
			Mr. Wark		
Exec – June 20, 2012	6	0	Mrs. Farry	1	1
Exec – June 27, 2012	5	0	Ms. Panzarella	2	1
			Mr. Wark		

V. Correspondence (*white*)

- Cooper University Hospital Employee Assistance Program Pamphlet (on file)
- Presentation of the Paff v. Runnemedede Board of Education civil action by Casey Langel of Lenox, Socey, Formidoni, Giordano, Cooley, Lang and Casey (NJ School Boards Insurance Group appointed attorneys)

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

The Board President will recognize 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.

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

VII.Reports(*yellow*)

1. Superintendent’s Report (on file)
2. Business Administrator’s Report (on file)

3. Building & Grounds Report – (on file)

4. Principal's Reports--(will resume in the fall)
5. Nurses Report – (will resume in the fall)
6. Special Education Report (on file)
7. PTA Report – conducted their “End of Year” meeting and began planning for next year. Activities over the last month included marching in the Veterans Parade and 4th of July parade. Announced August 7th will be Runnemedede's National Night Out.
8. Committee Reports
 - Camden County Educational Services Commission Report - none
 - NJSBA Report - Mrs. Davidson reminded everyone that it is time to register for the NJSBA convention in Atlantic City
 - Black Horse Pike - Mrs. Spaulding commented that the Maintenance Department has been busy over the summer and added that physicals need to be completed.
 - Curriculum – Mrs. Torrillo commented on the Curriculum Committee meeting held today. Discussions included format concerns and resources.
 - Policy/Public Relations - none
 - Negotiations - none
 - Finance - none
 - Personnel - none
 - Property – Mrs. Smith commented on the Property and Transportation Committee meeting held today. Discussions included property maintenance concerns and ongoing list of priorities

VIII. Old Business – Set Reorganization Meeting date (must be 1st week of January 2013)

Motion by Ms. Panzarella Seconded by Mrs. Davidson

Approve Reorganization meeting to be held on January 2, 2013 at 7pm.

Ayes carry

IX. New Business

a. **PROPERTY & TRANSPORTATION(gold)**

Motion by Mr. Wark Seconded by Mrs. Smith

Approve the following on the recommendation of the Superintendent:

1. Facility Use

Facility	User	Purpose	Date	Time
Volz Gymnasium & All Purpose Rm.	RYAA	Basketball Practice and Games	10/1/12 through 3/21/13	6:00 pm–9:00 pm <i>Weekdays</i> 9:00 am-3:00 pm <i>Saturdays</i>

2. 2012-13 School Year Transportation accepting bids received and awarding to First Student for Routes 1, 2 and 3 at the following bulk discount rates:

	Per Diem Route cost	Adj/Mile Incr/Decr	Per Diem Per Aide
First Student			
Route 1	\$101	\$1.50	\$ 0
Route 2	\$101	\$1.50	\$150
Route 3	\$ 60	\$1.50	\$ 50

(A bulk bid per diem savings of \$134 is realized by awarding the contracts in bulk instead of separately).

ROLL CALL VOTE:	Yes	No	Abstain	Absent
Item 1	7	0	Ms. Panzarella	1
Item 2	8	0		0

b. PERSONNEL (blue)

Approve the following on the recommendation of the Superintendent:

Motion by Ms. Panzarella Seconded by Mrs. Beebe

1. Salary Advancement in contract amount for Mrs. Lisa Maitag from B+15 (\$52,385) to a MA (\$53,285) effective, September 1, 2012.
 2. Ms. Shannon Griffith, 5th grade position at Volz School, BA, Step 1, \$47,100.00(resume attached).
 3. Karen Zimmer-Fazi as Instructional Aide at Bingham School. Salary Step 2, 16,500.00.
4. Approve stipend for Summer Field Hockey Camp as follows:
- Juliana Pray, \$929.63. (The stipend is funded fully from net collections including the Board cost for FICA).
5. Approve revisions highlighted in bold for the following curriculum writing:

Curriculum	Gr. Level	Teacher	Hours	Rate	Total
ELA					
Language	K	K. Marchiano	30	\$ 30.00	\$ 900.00
Arts	1	R. Clark	30	\$ 30.00	\$ 900.00
	2	B. Libak-Fanz	15	\$ 30.00	\$ 450.00
		J. Toomey	15	\$ 30.00	\$ 450.00

	3	E. Whitescarver	30	\$ 30.00	\$ 900.00
Curriculum	Gr. Level	Teacher	Hours	Rate	Total
	4	M. Lukacsy	30	\$ 30.00	\$ 900.00
	5	Michael Ralston	30	\$ 30.00	\$ 900.00
	6	K. Carson	15	\$ 30.00	\$ 450.00
		D. Anderson	15	\$ 30.00	\$ 450.00
	7	J. Zimmerman	15	\$ 30.00	\$ 450.00
		L. Carroll – Kline	15	\$ 30.00	\$ 450.00
	8	J. DeFeo	30	\$ 30.00	\$ 900.00
SE Mod.	K - 2nd	Mary Ralston	20	\$ 30.00	\$ 600.00
	3rd - 5th	J. Pray	20	\$ 30.00	\$ 600.00
	6th - 8th	J. Karaska	20	\$ 30.00	\$ 600.00
Math	3	E. Whitescarver	20	\$ 30.00	\$ 600.00
	4	C. Fisher	10	\$ 30.00	\$ 300.00
		C. Whipple	10	\$ 30.00	\$ 300.00
	5	C. Fisher	10	\$ 30.00	\$ 300.00
		C. Whipple	10	\$ 30.00	\$ 300.00
Social	K	Mary Ralston	20	\$ 30.00	\$ 600.00
Studies	1	K. Mitchell/	10	\$ 30.00	\$ 300.00
		M. Helder	10	\$ 30.00	\$ 300.00
	2	B. Libak–Fanz	10	\$ 30.00	\$ 300.00
		J. Toomey	10	\$ 30.00	\$ 300.00
	3	P. Connell	20	\$ 30.00	\$ 600.00
	4	M. Grasso	20	\$ 30.00	\$ 600.00
	5	M. Grasso	20	\$ 30.00	\$ 600.00
	6	M. Martin	20	\$ 30.00	\$ 600.00
	7	M. Martin	20	\$ 30.00	\$ 600.00
	8	M. Martin	20	\$ 30.00	\$ 600.00
Health / PE	K - 3rd (H)	C. Moore	20	\$ 30.00	\$ 600.00
	K - 8th (PE)	M. Otero	20	\$ 30.00	\$ 600.00
	4th - 8th (H)	M. Otero	10	\$ 30.00	\$ 300.00
Performing	K - 8th	R. D'errico	10	\$ 30.00	\$ 300.00
Arts		C. Vonderstuck	20	\$ 30.00	\$ 600.00
Visual Arts	K -8th	A. McFarland - Schmidt	20	\$ 30.00	\$ 600.00
		M. Karpiak– Molloy	20	\$ 30.00	\$ 600.00

2. Professional Development Workshops

Name	Workshop/Conference	Date(s)/Time	Cost
Nancy Ward	Instructional Leadership – Schools of High Expectations Stockton College, Galloway	7/23/12	0 registration \$.31/mi

Name	Workshop/Conference	Date(s)/Time	Cost
Nancy Ward	Forum on Creativity and Innovation Monroe Township, NJ	8/2/12	0 registration \$.31/mi
Joanne Augustine	CCASBO meetings Voorhees Admin Bldg	9/19/12, 10/17/12, 11/15/12, 12/19/12, 1/16/13, 2/20/13, 3/20/13, 4/17/13, 5/15/13, 6/19/13 8:30am – 11am	0 registration \$.31/mi

3. Tuition contracts for the 2012-13 school year for the placement of students in the listed out-of-district placement as per IEP:

<u>Student ID</u>	<u>Placement</u>	<u>Purpose</u>	<u>Cost</u>
7443059652	Archbishop Damiano School	Tuition	\$19,062.00
		Tuition – ESY	\$ 3,177.00
8603896991	Archbishop Damiano School	Tuition	\$38,122.20
		Tuition – ESY	\$ 6,353.70
		1on1 Aide	\$30,299.40
		1 on 1 Aide-ESY	\$ 5,049.90
6847236573	Archbishop Damiano School	Tuition	\$38,122.20
		Tuition – ESY	\$ 6,353.70
5910141622	Durand Academy	Tuition	\$48,065.40

4. Approve attached resolution to join Burlington and Camden County Educational Insurance Consortium, a fund within the New Jersey School Boards Association Insurance Group for the period 2012-2015.
5. Approve The Barclay Group to be named insurance broker/risk management consultant of record for the 2012-13 school year.
6. Approve Brown and BrownBenefit Advisors to be named as Insurance Broker (health benefits) for the 2012-13 school year.
7. Approve contracts bid through ACES (Alliance for Competitive Energy Services):
- Champion Energy Services to provide electric generation services for 12 months effective with the May 2012 meter readings.
8. Approve American Appraisal be appointed to provide Fixed Asset appraisal update services for the district for the 2012-13 school year at a fee of \$1,400.
9. Approve New Jersey School Boards Association membership and dues in the amount of \$5,845.35 for the 2012-2013 fiscal year. The Board of Directors voted to freeze 2012-13 dues at the amount paid in 2011-2012.

10. Child Nutrition Program School Breakfast, Lunch, and Milk prices for the 2012-13 school year as follows:

<u>Breakfast</u>	Paid	Reduced
Student	\$1.50	\$0.30
Adult	\$2.00	
Milk	\$0.50	
<u>Lunch</u>		
Student	\$2.65	\$0.40
Adult	\$3.75	
Milk	\$0.50	

11. Approve the submittal of the IDEA FY13 grant application. Initial posted award is PK \$12,091 and Basic \$245,717. The state has made an error in not allocating any funds to non-public. However, since the application is expected to be available on line by the end of July and must be submitted within 45 days, approval is sought now in order to expedite processing in August.
12. Approve proposal from Flooring Concepts to refinish the gymnasium floor in the amount of \$23,500. Pursuant to N.J.S.A. 18A:18A-37(a) competitive quotations were received.
13. Approve the use of the following State and Federal Contracts for the 2012-2013 school year:

Apple, Inc	#70259
School Specialty	#65606
Dell	#70256
Staples	#A74337
Grainger	#72605

14. Approve the master lease purchase agreement and addendum effective July 13, 2012 between Apple Inc. and Runnemede Board of Education for the following equipment:

Quantity	Description
9	iPad 2 16GB with Wi-Fi (10 pack) with AppleCare+
4	APS 2 Consecutive Days Apple Professional
2	MacBook Pro 13-inch
2	AppleCare Protection Plan – 11 inch & 13 inch
	MacBook Air/13 inch MacBook Pro – Auto Enroll
1	APS 2 Consecutive Days Project
6	Apple iPad Learning Lab (with 10 iPad 2)
6	Volume Voucher \$500
1	MacBook Pro 5-pack 13”

The lease payment schedule is \$39,056.99 annually for three years beginning August 2012 and ending August 2014.

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

d. CURRICULUM (*white*)

Approve the following on the recommendation of the Superintendent:

Motion by Ms. Panzarella Seconded by Mrs. Smith

1. Curriculum aligned with the 2009 NJCCCS and the 2010 Common Core State Standards pending revisions discussed at the Curriculum meeting held 7/18/12:
 Technology K-8
 Social Studies K-5
 Music K-8
 Mathematics grades 4 & 5

2. Readoption of Courses and Materials
 Move that all current courses, textbooks, workbooks, and ancillary materials of the District, on file in the central office, be adopted for the period from the date of this Organization Meeting until the Organization Meeting in the next calendar year, unless modified upon recommendation of the Superintendent.

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

e. POLICIES/PUBLIC RELATIONS (*white*)

Approve the following on the recommendation of the Superintendent:

Motion by _____ Seconded by _____

(No Action Items)

ROLL CALL VOTE: Yes No Abstain Absent

**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.

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

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

Motion by Mrs. Davidson Seconded by Mrs. Farry

RESOLUTION

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 publically;

___ 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;

1 ___ 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; (Paff vs. Runnemede Board of Education settlement negotiations)

___ 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 at a public;

___ 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 8:00 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.

Ayes carry

XII. Return to Public Session at 7:55pm

Motion by Mr. Wark Seconded by Mrs. Davidson

Ayes carry

XIII. On a motion by Mrs. Torrillo, seconded by Mrs. Farry, amend the Curriculum item 1 motion from K-3 for Music and Technology to K-8.

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

On a motion by Mrs. Smith, seconded by Mrs. Davidson, authorize Mr. Casey Langel to negotiate and finalize the settlement terms of the Paff vs. Runnemedede Board of Education litigation.

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

XIII. Adjournment at 7:57pm

Motion by Ms. Panzarella Seconded by Mrs. Torrillo

Ayes carry

Respectfully Submitted,

Joanne Augustine
Board Secretary