

# BOARD OF EDUCATION

## Runnemede, N.J.

Mary Volz School Library

August 28, 2013

### BOARD OF EDUCATION ANNUAL RETREAT

#### 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 11:39am  
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.

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

Roll Call      MEMBERS PRESENT      MEMBERS ABSENT      ALSO PRESENT  
Patricia Adair      Mr. Mark Iannucci, Superintendent  
Angel Beebe      Ms. Joanne Augustine, SBA/BS  
Charles Buchheim      Ms. Jade Yezzi, Principal – BI/DO  
Naomi Davidson arrive 11:54am      Mr. Steve Pili, Principal - Volz  
Maria Panzarella –arrive 1:48pm      Dr. Sean McCarron, C&I Supervisor  
Patricia Smith      Mr. James Winkelspecht, Vice Principal  
Samantha Spaulding      Residents and Staff Members  
Lynn Torrillo  
John Wark

Recognition of  
Citizens and Staff

– Open Public Comment      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 Board President will recognize those individuals in the audience whom wish to comment. 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. Limit your comments to the specific resolution/items.
6. Limit your comments to (3) minutes per person.

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

Recess Motion by Mrs. Adair seconded by Mr. Wark to recess for approximately 10 minutes  
Time: 11:41am

ALL IN FAVOR AYES CARRIED

Return to Public Motion by Mr. Wark seconded by Mrs. Adair to return to public session  
Time: 11:56am

ALL IN FAVOR AYES CARRIED

New Business

Finance Motion by Mr. Buchheim seconded by Mrs. Smith to approve items 1 through 5 as attached on the recommendation of the Superintendent and School Business Administrator:

1. Correction to salary approved June 27, 2013 due to education level for Kayleigh Root. Salary should be \$50,812 (Step 2 MA+15), not \$50,212 (Step 2 MA).
2. Tuition rates for Runnemede Public Schools for the 2013-2014 school year is as follows:

Preschool	\$1,500
K	\$9,586
Grade 1-5	\$11,218
Grade 6-8	\$12,448

3. Professional Development Workshops

Name	Workshop/Conference	Date(s)/Time/Location	Cost
Joanne Augustine	NJASBO SDA Forms & Submission Review and Building Success in Your Next Project	9-19-13 9:00am – 12:00pm Double Tree Hotel Mt. Laurel, NJ	\$50.00 + \$.31/mile
Patricia Smith Lynn Torrillo Sean McCarron Maria Panzarella John Wark	NJSBA 2013 Workshop & Exhibition	October 22-24, 2013 Atlantic City Convention Center Atlantic City, NJ	Group Reg. fee met already \$.31/mile + Hotel if required

4. Approve contract between Camden County Education Services Commission (CCESC) and Runnemede Board of Education effective July 1, 2013 – June 30, 2014 to provide other CST services as needed and selected by the Board. Transportation, 192-193 program, IDEA Nonpublic services, and Substitute Nursing services were approved May 29, 2013.

## 5. Payment of Bills (Bills Lists attached)

ACCOUNT PERIOD/BATCH #	TOTAL AMOUNT
Cafeteria – Inv's 6/14-6/20/13	\$ 7,119.67
Bills List #1 – August 28, 2013	\$123,655.01
<b>TOTAL</b>	<b>\$130,774.68</b>

ROLL CALL VOTE: 8 Aye 0 Nay 0 Abstain 1 Absent  
Ms. Panzarella

## MOTION CARRIED

## Personnel

Motion by Mrs. Smith seconded by Mrs. Adair that the Board approve items 1 through 6 on the recommendation of the Superintendent:

## 1. Additional subs for the 2013-2014 SY:

Michael Sheehan	Erica Tait
Pamela Giacobbe	Mary Haines
Derrick Billups	Josh Brooke
Doris Knause (playground)	Kristen Stang
Karen Sampolski (cafeteria/maintenance) (on hold pending criminal history)	

2. Approve FMLA for employee #245 effective September 9, 2013 through November 9, 2013.

3. Approve Erica Tait as long term substitute for FMLA leave of employee #245.

4. Executive Secretary to the Superintendent, Mrs. Patricia Wilson, effective date and salary TBD. Resume attached

5. Transfer Mrs. Annette Marker to Administrative Assistant to the Principal at Mary Volz School effective date and salary TBD.

6. Mrs. Susan Rost, Administrative Assistant to the Principal at Bingham School effective date and salary TBD.

ROLL CALL VOTE:	Aye	Nay	Abstain	Absent
Item 1	7	0	1 – Mrs. Spaulding	1 - Ms. Panzarella
Items 2-6	8	0	0	1- Ms. Panzarella

## MOTION CARRIED

Property &  
Transportation

Motion by Mrs. Smith seconded by Mrs. Adair that the Board approve item 1. on the recommendation of the Superintendent:

1. Quoted 2012-2013 transportation contracts for Special Schedules and Homeless:
  - a. Transportation contract with Holcomb Bus Company effective April 23, 2013 at the quoted rate of \$71.00 per diem for student #5325733833 requiring specialized schedule. Other quotes received were First Student at \$83.00 per diem and T & L Transportation at \$75.00 per diem.
  - b. Transportation via cab service for homeless students #7406528602 and #8322773504. Transportation via cab service was authorized by the county office on March 12, 2013. Affirm approved transportation contract with Colonial Transport, Inc effective April 8, 2013 at the quoted rate of \$102.00 per

diem. Bus companies did not quote due to lack of vehicles and drivers.  
Contract cancelled May 31, 2013.

ROLL CALL VOTE: 8 Aye 0 Nay 0 Abstain 1 Absent  
Ms. Panzarella

#### MOTION CARRIED

#### Board Retreat

- a. Recent changes to the district. (Staff, Programs, Mandates etc.)
- b. Overview of NJASK Scores and District SGO's
- c. Develop district goals for 2013-14

Mr. Iannucci began by commenting on the PTA Picnic and those who attended. He also remarked about the mentoring required for seven new teachers. A New Teacher Academy is being proposed to meet once a month. Mr. Iannucci also remarked that there is one RTI program in each building this year in comparison to last year when one was shared. He announced that Dr. McCarron is the HIB coordinator. Mrs. Fiola formally had that role. Dr. McCarron informed the Board that he had spoken with Mrs. Callahan and Mrs. Bada. Events are being planned for October's Anti-Violence, Respect, and Red Ribbon days. The Board discussed the following topics: Safety Patrol, 2<sup>nd</sup> Avenue crossing, Junior Janitors, Character Education, and a Renaissance Program. In addition the District and Board Goals will include observations and evaluations required for the new evaluation model. Lastly, the school website is being worked on by Dr. McCarron.

Dr. McCarron gave a PowerPoint presentation discussing the 2013 NJ Ask test scores. In addition he remarked about updates to the website including menus that are posted and a place to "Like Us On Facebook." A presentation on Student Growth Objectives (SGO's) was given by Mr. Pili. SGO's and Student Growth Percentiles are an integral part of the new state mandated evaluation system.

Mr. Iannucci discussed the 2013-14 District Goals and Objectives as noted on the handout. The development of Board Goals was discussed by the Board. Additional goals to be added were Professional Development Training objectives and a Renaissance Program for grades 4 through 8.

#### Executive Session

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

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

#### 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;

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- \_\_\_ 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; (Solicitor agreement)
- 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 at a public; (appointments and terms & conditions of employment)
- \_\_\_ 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 2:35 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: 2:06pm

ALL IN FAVOR                      AYES CARRIED

Return to Public Session    Motion by Mrs. Smith seconded by Mr. Wark to return to open session

ALL IN FAVOR                      AYES CARRIED

Time 2:55pm

Board/Committee Meetings

New/Reminder:

Special BOE meeting date: September 9, 2013 at 5:00pm

Adjournment                      Motion by Mrs. Beebe seconded by Mr. Wark to adjourn meeting at 2:56 pm

ALL IN FAVOR                      AYES CARRIED

Respectfully submitted,

Joanne Augustine  
Board Secretary