

**BOARD OF EDUCATION
RUNNEMEDE PUBLIC SCHOOL DISTRICT**

Mary Volz School Library
September 9, 2013
5:00 p.m. Special Meeting

**MINUTES
SPECIAL SESSION**

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 5:02pm

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 and Courier-Post, 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		Mark Iannucci, Superintendent
	Charles Buchheim	none	Earl J. Vassallo, Interim BA / BS
	Naomi Davidson		Dr. Sean McCarron, Supv. of Curr.
	Maria Panzarella		
	Patricia Smith		
	Samantha Spaulding		
	Lynn Torrillo		
	John Wark		

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

Motion by Mr. Buchheim seconded by Ms. Panzarella 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 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;
- ___ 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 at a public; (Terms and 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 5:30 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: 5:03 pm

ALL IN FAVOR AYES CARRIED

Return to Public Session Motion by Ms. Panzarella seconded by Mrs. Smith to return to open session at 5:30pm.

ALL IN FAVOR AYES CARRIED

Recognition of Citizens
for agenda items only

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. Statement should be limited to topics to be addressed on the published agenda and limited in length to 3 minutes.

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. Limit your comments to the specific resolution/items.
6. Limit your comments to (3) minutes per person.

Pat Wilson, staff member and resident 201 Schubert Ave stated:

- Facility use item VII. A. 1. for 9/20/13 should be from Student Council, not PTA.
- Item VII. B. 4. Should have two additional substitutes Arlene Flite and Paticia Pappert-Corsino added.

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

Old Business None

New Business

Property &
Transportation

Motion by Mrs. Davidson seconded by Mr. Buchheim that the Board approve items 1-2. on the recommendation of the Superintendent:

1. Facility Use

Facility	User	Purpose	Date	Time
Volz Gymnasium Volz All Purpose Room	RYAA	Basketball	9-10-13 through 4-1-14	Mon – Fri 6:00pm – 9:00pm Saturday (beginning 01/14) 8:45am – 2:00pm
Volz All Purpose Room	Student Council	Back to School Dance Grades 6-8	9/20/13	6:00pm – 9:00pm

2. Authorize the School Business Administrator to solicit bids for transportation of “homeless” students to and from Swedesboro for the 2013-14 school year. Due to the McKinney Vento/state regulations to expedite transportation, a quote was solicited for September 12 through November 6.

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

MOTION CARRIED

PERSONNEL

Motion by Ms. Panzarella seconded by Mrs. Smith that the Board approve items 1 through 5 on the recommendation of the Superintendent:

1. Revised (blue copy) job descriptions (J-27, J-28).
2. Salaries for the following personnel (job descriptions has been revised for these positions):

Patricia Wilson	Administration	\$59,000
Annette Marker	Volz	\$39,507
Susan Rost	Bingham	\$30,238
Patricia Watts	Downing	\$34,177

3. Letter of resignation from Julie Andrew-Lamon, effective 8/15/2013.
4. Substitutes – Jaimie Stone
Patricia Pappert-Corsino
Arlene Flite
5. Shannon Sanfilippo – Salary should be \$48,200 (B&15). Previously approved for \$47,100.

ROLL CALL VOTE: 7 Aye 0 Nay 1 Abstain 1 Absent (Mrs. Adair)
Mrs. Torrillo

MOTION CARRIED

FINANCE

Motion by Mrs. Smith seconded by Ms. Panzarella to approve items 1 through 5 on the recommendation of the Superintendent and School Business Administrator

1. **Teachscape License Renewals**
Annual license renewals for Teachscape software necessary for the training and implementation of a Data Driven Teacher Evaluation System. Teachscape was selected and approved as the provider for Evaluation System on June 27, 2012. Total cost for the various license renewals is \$9,003.
2. **Renewal of Accelerated Reader Subscription, STAR Reading Subscription, and Annual All Product RP Hosting Fee for Mary Volz School.** Total cost is \$3,986.50.
3. **Underbilling for special education tuition for FYE 6/30/12 in accordance with N.J.A.C. 23:4.2(m) at the listed out-of-district placement:**

<u>Student ID</u>	<u>Placement</u>	<u>Purpose</u>	<u>Cost</u>
5918318005	Collingswood	Audit Dif-tuition	\$8,907

4. **Charter School Tuition as directed by State Notice**

<u>School Name</u>	<u>School Year</u>	<u>Cost</u>
Kingdom Charter School of Leadership	13-14	\$9,013
	12-13	\$9,111

5. **Professional Development Workshops**

Name	Workshop/Conference	Date(s)/Time/Location	Cost
Michelle DiMatties	Rutgers University Traumatic Loss Coalition Connect Prevention and Intervention Training for Social Service	9-27-13 8:30am – 1:00pm Camden County Educ. Services Commission Clementon, NJ	0 + \$.31/mile
Joanne Augustine	NJASBO Fund 20 Audit & How to Read the Board Secretary Treasurer's Report 3 CPE	10-1-13 9:00am – 12:00pm Double Tree Hotel Mt. Laurel, NJ	\$50.00 + \$.31/mile
Joanne Augustine	NJSBAIG BACCEIC Sub-Fund meeting	10-2-13 12:30pm – 2:30pm Medford Village Country Club Medford, NJ	0 + \$.31/mile
Joanne Augustine	NJASBO The In's & Out's of Preparing Bid Specifications for Capital Projects 3 CPE & 3 QPA	11-12-13 9:00am – 12:00pm Double Tree Hotel Mt. Laurel, NJ	\$50.00 + \$.31/mile

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

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

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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.

Pat Wilson, 201 Schubert Avenue, commented as follows:

- Thanked the Board on behalf of the secretaries who were approved tonight
- "We support this school." Mrs. Wilson also said that we have had a really difficult time over the past few years and never could put in for previous positions due to requirements. She also stated that you "don't need a piece of paper."

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

Board/Committee Meetings

Reminder:

Negotiations Committee Meeting: September 9, 2013, 6:00pm Committee and 7:30pm with Committee and REA representatives

Next regular BOE meeting date: September 25, 2013 at 7:00pm (work session at 6:00pm)

Adjournment

Motion by Ms. Panzarella seconded by Mrs. Torrillo to adjourn at 5:46pm

ALL IN FAVOR AYES CARRIED

Respectfully submitted,

Joanne Augustine
Board Secretary