

**BOARD OF EDUCATION  
RUNNEMEDE PUBLIC SCHOOL DISTRICT**

Mary Volz School Library  
November 20, 2013

*5:00 p.m. Regular Meeting*

MINUTES

**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
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Call Meeting to Order

Vice President Davidson called the meeting to order at 5:05 P.M.

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.

Roll Call:

Members Present

Members Absent

Patricia Adair

Maria Panzarella

Charles Buchheim

Samantha Spaulding

Angel Beebe

John Wark

Naomi Davidson

Patricia Smith

Lynn Torrillo

Others Present

Mr. Mark Iannucci, Superintendent

Mr. Earl J. Vassallo, Interim SBA/BS

Mr. Steve Pili, Principal-Volz

Mr. James Winkelspecht – VP Volz

Ms. Lori Hynes, CST Supervisor

Dr. Sean McCarron, Supervisor of C&I

Butch Bruner, Supervisor – B&G

Residents & Staff Members



ROLL CALL VOTE:    6 Yes                      0 No                      0 Abstain                      3 Absent

Presentations – Red Ribbon Activities Mrs. Moore presented an overview of the Dangers of Drug Use program being used by the district nurses.

Correspondence - Budget Calendar 2014-15

Recognition of Citizens - Public Comments on 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 Vice 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 Vice 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.

No one addressed the Board at this time.

Secretary's Report

The Board Secretary's Report for the period September 2013 is presented in the attached document. The Board had no questions on the report.

Superintendent's Report

The Superintendent Report is presented in the attached document. Mrs. Torrillo had questions on policy updates, the Book Club, the Garden Club and the library schedule. Mr. Iannucci will look into library contact time and report back.

Principals' Reports The Principals reported on the following:

Fire and Security Drills to date were conducted as follows:

SCHOOL	TYPE OF DRILL	DATES
BINGHAM	Fire	Oct. 29, 2013
	Security	Oct. 17, 2013
DOWNING	Fire	Oct. 16, 2013
	Security	Oct. 9, 2013
VOLZ	Fire Drill	Oct. 15, 2013, 2013

	Lockdown	Oct. 23, 2013
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Nurse's Report  
Buildings and Grounds Report  
Special Education Report

#### Other Reports

PTA Report - The Book Fair earned \$3,500. The poinsettia sale is coming soon.

#### Committee Reports

- Camden County Education Services Commission -none
- NJSBA Report – Mr. Buchheim reported that there were no resolutions at the Delegate Assembly. The NJSBA web site is very informative for parents understanding how schools work. NJSBA will do on site parent meetings. Additional Governance trainings are scheduled. Training for Presidents and Vice Presidents will be held in February.
- Black Horse Pike - none
- Negotiations - A mediation session is scheduled for December 10, 2013.

Unfinished Business - none

#### New Business

##### PROPERTY & TRANSPORTATION

Motion by Mrs. Smith

Seconded by Mrs. Torrillo

To approve the following on the recommendation of the Superintendent:

#### 1. Facility Use

Facility	User	Purpose	Date	Time
Volz Classroom D-4 (Home Ec. Room)	Shannon Griffiths	Field Hockey End of Season "Pasta Party"	10-24-13	6:00pm to 8:00pm
Volz All Purpose Room	Jeneane De John	Cheerleading Tryouts	11-4-13 11-6-13	2:20pm to 4:20pm
Bingham Gym	REA Tracey Hummel	REA Meeting	11-12-13	3:15pm to 4:30pm
REVISED: Volz All Purpose Room and one classroom	Erin Whitescarver	Bingham Talent Show	12-11-13	6:00pm to 9:00pm
REVISED: Volz All Purpose Room and one classroom	Erin Whitescarver	Bingham School House Rock Live Junior Performance	3-27-13	6:00pm to 9:00pm
Volz All Purpose Room	Christa Moore	PTA Poinsettia delivery and pick up	12-6-13	1:00pm to 6:00pm
Volz All Purpose Room	Christa Moore	PTA Family Night for the	12-6-13	7:00pm – 8:30pm (set-up 6:00pm)

		Winter Holidays		clean-up till 9:00pm)
Volz Library	Sean Mc Carron	Parent Outreach Program	12-17-13 1-21-13 2-25-13 3-25-13 4-22-13 5-27-13	10:30am – 11:30am and 6:00pm – 7:30pm
Volz Soccer/ Field Hockey Field and restrooms	Michael Ralston	Flag Football Intramurals	11-19, 20, 21, 25, 26, 2013 12-3, 4- 5-2013 <u>Raindate:</u> <u>12-6-13</u>	2:20pm – 3:30pm

2. Amend the contract with First Student for mileage adjustment to Route 4 and 2PM (in order to accommodate a homeless student) at the rate of \$1 per mile, 30 miles/day, \$30 per diem, effective 10/30/2013, total annual increase of \$5,400.
3. Approve snow service contract with Quality Landscaping effective 12/1/13 through 3/31/14 at the same rates as last winter's contract with Quality. The service fees are based on accumulation amount.
4. Approve attached resolutions 1113-01 and 1113-02 to purchase electric generation services and natural gas services through ACES (Alliance for Competitive Energy Services) Bid Cooperative Pricing System ID#E8801-ACESCPS:
5. Quoted Sports Transportation Award  
Basketball – Mc Gough Transportation - \$225 per diem  
12/6, 12/16, 1/3, 1/7, 1/16, 1/28, 1/30 and 2/5 for a total cost of \$1800
6. Dispose of the following equipment:  
  
SAVIN 2055DP – Runnemedede Inventory #0365, RICHO#0405E Runnemedede Inventory #0405, SAVIN 2555 Runnemedede Sticker #0405 (Copy Machines), IBM 4234 Printer Type 4234-012 Runnemedede Sticker #0095, Ink Cartridges for #4234-012(5), IBM #4230 Printer Runnemedede #97000002, EIKI Cassette Tape Recorder #5190, Hewett Packard Scanner 6100C Type C6260A

ROLL CALL VOTE:    6 Yes                      0 No                      0 Abstain                      3Absent

PERSONNEL

Motion by    Mrs. Adair                                      Seconded by    Mrs. Beebe

To approve the following on the recommendation of the Superintendent:

1. David Gould as Substitute Teacher
2. Correction: Jeneane DeJohn - Salary should be \$48,200 (B+15) Previously approved \$47,100 beginning September 1, 2013
3. Employee #544 for Maternity leave beginning Jan. 2, 2013 using sick days pending medical release, followed with NJFLA for 12 weeks. Expected return date March 28, 2013
4. Erica Tait as long term substitute for 4-Year old Preschool Program at Bingham School January 2, 2013 through March 28, 2013
5. Jennifer Newhart to be added as Homebound Instructor for 2013 – 2014 School Year.
6. Volunteers for Boys Basketball Team Andre Taliaferro, Chris Gulla, Matthew Phillips, Dennis Locantore (All will have updated fingerprinting submitted)
7. Winter Sports Home event supervision for 2013 – 2014 season Scott Marakovits and alternate Mary Kay Grasso for a rate of \$27.00 as per REA Contract
8. Employee #420 for Maternity leave beginning February 20, 2014 using sick days pending medical release, followed with NJFLA for 12 weeks. Expected return date September 2014.
9. Danielle Carter as Substitute Secretary

ROLL CALL VOTE:    6 Yes                      0 No                      3 Abstain                      3 Absent

#### FINANCE

Motion by    Mrs. Smith                                      Seconded by    Mrs. Adair

To approve the following on the recommendation of the Superintendent and School Business Administrator to approve the following as attached:

1. Transfers and Appropriation/Revenue Adjustments – September 2013  
Cash Report – September 2013  
Treasurer's Report –  
Board Secretary's Report – September 2013
2. Professional Development Workshops

Name	Workshop/Conference	Date(s)/Time	Cost
Sean McCarron	Content & Instructional Look-fors in the Common Core Classroom Richard Stockton College Galloway, NJ	10-25-13 9:00am – 3:00pm	\$0 mileage

Special Ed Aides Preschool Teachers and CST members	PECS Workshop Mary Volz School	11-5-13 1 hour afternoon in-service	\$410
Karen Feldman	School Nurse Education Series: Fall Symposium, Barry D. Brown Health Educ. Ctr., Voorhees, NJ	11-5-13 7:30am – 12:30pm	\$0 mileage
Christa Moore	School Nurse Education Series: Fall Symposium, Barry D. Brown Health Educ. Ctr., Voorhees, NJ	11-5-13 7:30am – 12:30pm	\$0 +mileage
Christie Kerslake	School Nurse Education Series: Fall Symposium, Barry D. Brown Health Educ. Ctr., Voorhees, NJ	11-5-13 7:30am – 12:30pm	\$0 mileage
Devon Anderson	Collaborative Planning Day for Differentiated Learning, Volz School	11-6-13 8:00am – 3:00pm	\$0
Carrie Ems	Collaborative Planning Day for Differentiated Learning, Volz School	11-6-13 8:00am – 3:00pm	\$0
Kelly Carson	Collaborative Planning Day for Differentiated Learning, Volz School	11-6-13 8:00am – 3:00pm	\$0
Sean Mc Carron	PARCC Technology Readiness Regional Meeting (SOUTH) Clearview Regional H.S. Mullica Hill, NJ	12-9-13 10:00am – 1:00pm	\$0 mileage
James Winkelspecht	Student Safety for General Education and Special Needs Legal One, Hunterdon- Voorhees RSD, NJ	12- 9-13 8:00am – 3:00pm	\$150.00 +mileage
Karen Feldman	Contagious Rash Seminar for School Nurses Garden AHEC, Inspira Health Center Blackwood, NJ	12-12-13 4:30pm - 7:30pm	\$49.00 +mileage
Elizabeth Armetta	NJASP Conference (Winter) New Jersey Association of School Psychologist Jamesburg, NJ	12-6-13 8:00am - 3:30pm	\$120.00 +mileage
Michael Ralston (BOE initially approved Barbara Fanz on 9-25-13. Workshop geared for grades 4 thru 8, therefore Mr. Ralston attended in her place)	Heinemann Teaching Reading in Small Groups	11-19-13 8:00am - 3:00 pm	\$189.00 +mileage
Kristin Ambrose	“A Morning with Mike		

Angela Torres Lori Carroll-Kline Kayleigh Root	Devono" Writing with Spice, EIRC Cumberland County Tech School Bridgeton, NJ	12-4-13 9:00am - 12:00pm	\$0 mileage
Kristin Callahan	Section 504 in New Jersey, PESI, Inc. Cherry Hill, NJ	2-28-14 7:30am - 3:45pm	\$189.00 +mileage

3. Payment of Bills (Bills Lists attached)

ACCOUNT PERIOD/BATCH #	TOTAL AMOUNT
Bills List #1 – Payroll 10/15/13	\$345,786.19
Bills List #2 – Payroll 10/30/13	\$336,762.35
Bills List #3 –	\$198,845.38
Bills List #4 -	\$22,638.36
Cafeteria	\$21,976.61
<b>TOTAL</b>	<b>\$926,008.89</b>

4. Agreement with Professional Education Services, Inc. to provide services for bedside instruction as needed during the 2013-14 school year at the rate of \$38/hour.  
Following services have been requested/provided:  
Student # 8105322334 - tutoring 2 hours/day beginning 9/25/13, while under medical supervision at Princeton house. Expected length of stay is 4 weeks.
5. NCLB Final Report 2012 - 2013
6. NCLB Grant Amendment 2013 - 2014
7. Approval of 2013-14 tuition contract for Homeless Student #5918318005 at Gloucester Township Public Schools for the period 9/6/13 to 11/18/13 at the per diem rate of \$93.58 for a total of \$4,491.84.
8. Payment of 20 accrued unused vacation days at the per diem rate of \$352.13 (total of \$7,042.60) for Joanne Augustine.

ROLL CALL VOTE:    6 Yes                      0 No                      0 Abstain                      3 Absent

CURRICULUM

Motion by    Mr. Buchheim                      Seconded by    Mrs. Smith

To approve the following on the recommendation of the Superintendent:



1. Course approval for Robin Clark “Collaboration of Transitions – EDUC 525” taken Oct 28<sup>th</sup> through Dec. 20<sup>th</sup>.
2. Course approval Alex Taliaferro “Curriculum Leadership” taken Fall 2013
3. Course approval Sean McCarron “Not for Profit Gov’t Accounting ACC-548” November 12<sup>th</sup> – December 23<sup>rd</sup>
4. HIB Report as submitted by District Anti-Bullying Coordinator.
5. Course approval Erin Whitescarver “ Educational Assessment in Special Education” September 3<sup>rd</sup> through December 19<sup>th</sup>
6. Homebound Instruction for student #5725825236 from November 21, 2013 through December 19, 2013

ROLL CALL VOTE:    6 Yes                      0 No                      0 Abstain                      3 Absent

#### POLICIES/PUBLIC RELATIONS

#### NO POLICIES FOR APPROVAL

#### 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.

Mrs. Martell requested information on student test results. Mr. Iannucci will be in contact with her.

. New:

Special BOE meeting date: December 2, 2013 at 6 P.M. Closed sessions - Personnel

Runnemede Board of Education

November 20, 2013

Reminder:

Next regular BOE meeting date: December 18, 2013 (work session at 6:00pm)

Adjournment or Recess

Motion by Mrs. Adair

Seconded by

Mrs. Smith to adjourn the meeting.

Time 6:25 P.M.

Respectfully submitted,



Earl J. Vassallo  
Interim Business Administrator  
Board Secretary