

**BOARD OF EDUCATION
RUNNEMEDE PUBLIC SCHOOL DISTRICT**

Mary Volz School Library

February 24, 2014

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

Call Meeting to Order – Vice President Buchheim called the meeting to order at 7:15 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 present.

Roll Call: Present:

Patricia Adair	Angel Beebe	Charles Buchheim
Amy Farry	María Panzarella	Patricia Smith
Lynn Torrillo		

Absent:

Naomi Davidson	Samantha Spaulding
----------------	--------------------

Also Present:

Mark Iannucci, Superintendent
Earl Vassallo, Interim Business Administrator
Sean McCarron, Ed.D Supervisor of Curriculum & Instruction
Jade Yezzi, Principal – Bingham/Downing Schools
Steve Pili, Principal – Mary Volz
James Winkelspecht, Vice Principal
Lori Hynes, Child Study Team Supervisor
Butch Bruner, Supervisor of Buildings & Grounds

Correspondence -none

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 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.

No one addressed the Board at this time.

Secretary's Report

The Board Secretary's Report for the period January 23, 2014 through February 20, 2014 was presented in the attached document.

Superintendent's Report

The Superintendent Report was presented in the attached document.

Principals' Reports

Fire and Security Drills to date were conducted as follows:

SCHOOL	TYPE OF DRILL	DATES
BINGHAM	Fire Drill	January 16, 2014
	Security Drill	January 27, 2014
DOWNING	Fire Drill	January 13, 2014
	Security Drill	January 27, 2014
VOLZ	Fire Drill	January 13, 2014
	Emergency Drill	January 29, 2014

Curriculum Supervisor
 Nurse's Report
 Buildings and Grounds Report
 Special Education Report

Other Reports

PTA Report

Committee Reports

- Camden County Education Services Commission
- NJSBA Report
- Black Horse Pike
- Negotiations

Unfinished Business - none

New Business – The Board established Monday March 17, 2014 as a special meeting for approval of the 2014 – 2015 Budget approval for submission to the Department of Education.

Time: 6 P.M. Location: Mary Volz School

PROPERTY & TRANSPORTATION

Motion by Maria Panzarella, Seconded by Patricia Adair,

To approve the following on the recommendation of the Superintendent:

Facility Use

Facility	User	Purpose	Date	Time
Volz All Purpose Room (Stage)	Drama Club Ms. Melissa Lukacsy	Rehearsals for drama club production	2/18/14 To 5/15/14 Tues, Wed, Thurs only	2:20pm - 4:00pm
Volz All Purpose Room and 7 classrooms	Boy Scout Troop 117	Boy Scout Leader Training	3/15/14	8:00am – 3:00pm
Volz All Purpose Room	Volz Student Council Mrs. Mindy Martinez	Dance 5 th – 8 th graders	5/2/14	6:00pm – 9:30pm
Volz Gymnasium (Approved by Principal)	Mrs. Linda Schreiber	Study of Hawks 4 th & 5 th graders	5/8/14	12:30pm – 1:00pm 1:15pm – 2:00pm

Field Trips

Location	Purpose	Date	Students	Advisor
Camden County College Blackwood, NJ	Tour of College	3/20/14	8 th Grade Men and Women of Distinction	Mrs. Jacqueline De Feo
Ronald McDonald House Camden, NJ	Volunteer Work	4/10/14	8 th Grade - Men and Women of Distinction	Mrs. Jacqueline De Feo
Cape May Zoo Cape May Courthouse, NJ	View the animals students have been	4/29/14	1 st Grade Bingham &	Ms. Victoria Kelly Mrs. Kari Passarella

	studying		Downing	
Storybook Land Egg Harbor Twp., NJ	View nursery rhyme characters that students have been studying	5/1/14	Kindergarten Bingham & Downing	Mrs. Kathleen Marchiano Mrs. Tracey Hummel
National Constitution Center, Philadelphia, PA	Museum aligns with Social Studies Curriculum	5/14/14	6 th Grade	Mrs. Carrie Ems
Eastern State Penitentiary Philadelphia, PA	Tour of Penitentiary	5/27/14	7 th Grade	Mrs. Linda Schreiber Mrs. Angela Torres Mrs. Janice Zimmerman
Franklin Institute and Fels Planetarium Philadelphia, PA	Explore museum, view show	6/4/14	3 rd Grade Bingham & Downing	Ms. Jaime Dutkin Mrs. Robin Clark
Campbell's Field Camden, NJ	Camden Riversharks Game, Baseball in Education Day	6/5/14	4 th Grade	Ms. Melissa Lukacsy

3. Colonial Transportation, Inc. to transport Student #4823693670, effective February 6, 2014, from foster home in Camden, NJ to Mary Volz School at a rate of \$84.00 per day.
4. T & L Transportation to transport displaced Student #9985310713 from Budget Inn, Mt. Ephraim, NJ to Grace Downing School from December 11, 2013 through December 20, 2013 at a rate of \$45.00 per day.
5. Holcomb Bus Company to transport eighth grade students (Men and Women of Distinction) to Camden County College on March 20, 2014 at a rate of \$150.00.
6. First Student Transportation to transport Volz Girls Basketball team to Samuel S. Yellin School in Stratford, NJ (play-off games) on February 18, 2014 at a rate of \$150.00 and February 22 and 25, 2014 at a rate of \$170.00 per day.

ROLL CALL VOTE: 7 Yes 0 No 0 Abstain 2 Absent

PERSONNEL

Motion by Patricia Adair, Seconded by Patricia Smith_

To approve the following on the recommendation of the Superintendent:

Kayleigh Root as Homebound Instructor for 2013 – 2014 School Year

Allison Kearsley as Substitute Teacher

Accept with regret, the retirement of Madeline Zanolli, effective June 30, 2014

Accept resignation of Karen Zimmer-Fazi, effective March 10, 2014

Dr. Sean McCarron as School Business Administrator / Board Secretary, .4 FTE. Salary \$47,200, prorated, effective April 1, 2014.

Dr. Sean McCarron as Supervisor of Curriculum and Instruction, .6 FTE. Salary \$70,800, prorated, effective April 1, 2014.

Termination of Earl J. Vassallo as Interim Business Administrator/ Board Secretary effective April 1, 2014.

Earl J. Vassallo as School Business Consultant, not to exceed three days per week, as needed, effective April 1, 2014. Salary \$500 per day.

Extended leave beyond contractual agreement for Christine Vonderstuck. Mrs. Vonderstuck has requested to return for the 2015 – 2016 school year.

Course Reimbursement for:

a. Robin Clark	Principles of Behavior Management	\$235.00
----------------	--------------------------------------	----------

Jean Trout as One-On-One Aide for student \$16,200 pro-rated (pending paperwork)

ROLL CALL VOTE: 7 Yes 0 No 0 Abstain 2 Absent

FINANCE

Motion by Maria Panzarella, Seconded by Lynn Torrillo,

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

Transfers and Appropriation/Revenue Adjustments – December 2013
Cash Report – December 2013
Treasurer’s Report – November and December 2013
Board Secretary’s Report – December 2013
Receipt Report – December 2013

Professional Development Workshops

Name	Workshop/Conference	Date(s)/Time	Cost
Jacqueline DeFeo	“Flip” Your Classroom Instruction Sponsor: BER Location: Cherry Hill, NJ	2/18/14 8:00am-3:15pm	\$229.00 mileage

Alex Taliaferro - Will be going in place of Lorriane Sirolli	The "Flipped" Classroom Sponsor: BER Location: Cherry Hill, NJ	2/18/14 8:00am-3:15pm	\$229.00 mileage
Jeanette Schiraldi	PARCC: Information Technology Training Classes Sponsor: EIRC Location: Mullica Hill, NJ	2/18/14 9:00am-1:30pm	N/A mileage
Sean McCarron Kathleen Malatesta	Public & Nonpublic Coordination of Transp. Services Annual Meeting Sponsor: Camden County Office of Educ. Location: CCECSC Clementon, NJ	2/27/14 9:00am-12:00pm	N/A mileage
Nancy Bada	Section 504 in New Jersey Sponsor: Pesi Location: Cherry Hill, NJ	2/28/14 8:00am-4:00pm	\$189.99 mileage
Naomi Davidson	Legislative Meeting Sponsor: NJSBA Location: NJSBA Headquarters Trenton, NJ	3/1/14 8:30am-12:00pm	N/A mileage
Naomi Davidson	Camden County Eighth Grade Dialogue Sponsor: NJSBA Location: Somerdale Park School, Somerdale, NJ	3/4/14 6:00pm-8:00pm	N/A mileage
Naomi Davidson	Salem County Meeting Sponsor: NJSBA Location: Salem County Vocational/Technical School, Woodstown, NJ	3/10/14 5:30pm-8:00pm	N/A mileage

Marie Kozuhowski	What's New in Fifth Grade! Unique Seminar for 5 th Grade Teachers Sponsor: BER Location: Cherry Hill, NJ	3/24/14 8:30am-3:15pm	\$229.00 mileage
Mary Ralston & Marisa Burpulis	Practical Strategies for Meeting the Rigorous Common Core State Standards for Writing Sponsor: BER Location: Cherry Hill, NJ	3/28/14 8:30am-3:15pm	\$229.00 each mileage
Jennifer Karaska	Practical Interventions to Accelerate the Reading & Math Skills of Your Title 1 Students Location: Cherry Hill NJ (Voorhees) Sponsor: BER	3/31/14 8:00am-3:15pm	\$229.00 mileage
Sean Mc Carron Becky Giordano Peggy Di Mattesa	SEMI Spring 2014 Regional Meeting Sponsor: Public Consulting Group Location: Evesham Branch Library, Marlton, NJ	3/20/14 1:00pm-3:00pm	N/A mileage

Systems 3000 Training Session Dates for 2014

MARCH 4, 2014

(AC) Mays Landing, NJ
Fund Accounting Review
9:30am – 1:30pm
Becky Giordano
Sean McCarron
Earl Vassallo

MARCH 17, 2014

(AC) Mays Landing, NJ
Payroll Quarterly Reports
9:30am – 11:30am
Becky Giordano

MARCH 18, 2014

(GC) Woolwich Twp., NJ
Payroll Quarterly Reports
9:30am – 11:30am
Anne Wilder

APRIL 1, 2014

(GC) Woolwich Twp., NJ
Fund Accounting Review
9:30am – 1:30pm
Kathy Malatesta
Alice Pollag
Anne Wilder

APRIL 3, 2014

(AC) Mays Landing, NJ
HR/Personnel Review
9:30am – 1:30pm
Becky Giordano

APRIL 7, 2014

(GC) Woolwich Twp., NJ
HR/Personnel Review
9:30am – 1:30pm
Anne Wilder
Pat Wilson

MAY 6, 2014

(AC) Mays Landing, NJ
Fund Accounting Year End
9:30am – 1:30pm

MAY 13, 2014

(GC) Woolwich Twp., NJ
Fund Accounting Year End
9:30am – 1:30pm

MAY 28, 2014

(S3K) Eatontown, NJ
Employee Portal Trng/Demo
9:30am – 11:30am

Becky Giordano
Sean McCarron
Earl Vassallo

Kathy Malatesta
Alice Pollag
Anne Wilder

Earl Vassallo

OCTOBER 2, 2014

(AC) Mays Landing, NJ

Fund Accounting Budget Proj.

9:30am – 11:30am

Becky Giordano
Sean McCarron
Earl Vassallo

NOVEMBER 13, 2014

(GC) Woolwich Twp., NJ

Payroll Processing

9:30am – 1:30pm

Anne Wilder

NOVEMBER 20, 2014

(AC) Mays Landing, NJ

Payroll Processing

9:30am – 1:30pm

Becky Giordano

NOVEMBER 25, 2014

(AC) Mays Landing, NJ

Payroll Year End Rollover

9:30am – 11:30am

Becky Giordano

DECEMBER 2, 2014

(GC) Woolwich Twp., NJ

Payroll Year End Rollover

9:30am – 11:30am

Anne Wilder

(S3K) Monmouth County – Systems 3000 Corporate Offices - 615 Hope Road, Bldg. 4A, Eatontown, NJ 07724 (732) 870-3000

(AC) Atlantic County Spec. Serv. School Dist., 4805 Nawakwa Blvd., Mays Landing, NJ 08330 (609) 625-5590 (Admin Offices Rm 936)

(GC) Kingsway Regional High School District, 201 Kings Highway, Woolwich Township, NJ 08085 (856) 467-3300

Payment of Bills (Bills Lists attached)

ACCOUNT PERIOD/BATCH #	TOTAL AMOUNT
Bills List #1 – Payroll	\$342,796.89
Bills List #2 – Payroll	\$336,678.89
Bills List #3 – PS Tuition Reimb.	\$217.50
Bills List #4 – Staff Tuition Reimb.	\$8,016.00
Bills List #5-	\$165,991.67
Bills List #6-Fund 10 Bank Expense	\$282.97
Bills List #7-	\$148,416.36
Cafeteria	\$15,132.74
TOTAL	\$1,017,533.02

Cost of one-on-one teacher assistant, \$34,650.00 (Pro Rated), \$192.50 per diem, to Gloucester County Special Services School District effective 9/24/13 for student #6847236573.

Receipt of tuition payments, effective February 2014, for homeless students 8932137082 and 9785218417 domiciled in Barrington, New Jersey for one year.

NOTE: Parent declined offer of transportation.

Fundraisers for Volz Student Council: Wawa Hoagie Certificates March 10th – March 25th, Uno Family Night Wednesday April 30th, Philly Diner Family Night Wednesday March 12th

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.

No one addressed the Board at this time.

Board/Committee Meetings

New:

Special BOE meeting Budget 2014 – 2015 date: March 17, 2014 at 6 P.M.

Reminder:

Next regular BOE meeting date: March 24, 2014 (work session at 6:00pm)

Adjournment or Recess

Motion by Maria Panzarella, Seconded by Patricia Adair and carried by unanimous voice vote to adjourn the meeting.

Time 7:45 P.M.

Respectfully submitted,



Earl J. Vassallo,
Interim Business Administrator/
Board Secretary