BOARD OF EDUCATION
RUNNEMEDE PUBLIC SCHOOL DISTRICT

Mary Volz School Library
August 25, 2014

1:00 – 3:00 Board Retreat
3:00 pm Regular Board of Education 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

Call Meeting to Order – President Spaulding called the meeting to order at 3:12 pm.
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 – All members present recited the pledge.

Roll Call:	**Present**		**Absent**
	Charles Buchheim	Maria Panzarella	Patricia Adair
	Angel Beebe	Patricia Smith	
	Naomi Davidson	Samantha Spaulding	
	Amy Farry	Lynn Torrillo	

Also Present:
Mark Iannucci, Superintendent
Sean McCarron, School Business Administrator / Board Secretary
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

Approval of Minutes
A motion was made by Maria Panzarella and seconded by Naomi Davidson to RECOMMEND that the Board of Education approve the minutes of the following meetings:

June 18, 2014 - Work Session – 5 Yes, 1 Absent, 3 Abstain (Farry, Panzarella, & Spaulding)
June 18, 2014 – Regular Meeting – 6 Yes, 1 Absent, 2 Abstain (Farry & Spaulding)
June 18, 2014 – Executive Session – 6 Yes, 1 Absent, 2 Abstain (Farry & Spaulding)
July 23, 2014 – Regular Meeting - 6 Yes, 1 Absent, 2 Abstain (Beebe & Panzarella)

Financial Report – Period Ending June and July 2014
A motion was made by Patricia Smith and seconded by Maria Panzarella to RECOMMEND that the Board of Education approve the following resolution:

Board Secretary Financial, Revenue and Treasurer's Reports

A. Board Secretary's Report in accordance with 18A: 17-36 and 18A: 17-9 for the months of June 2014 and July 2014. The Board Secretary certifies that no line item account has between over expended in violation of N.J.A.C. 6A:23A-16.10 (c) 3 and that sufficient funds are available to meet the District's financial obligations for the remainder of the fiscal year.

B. Treasurer's Report in accordance with 18A:17-36 and 18A:17-9 for the months of June 2014 and July 2014. The Treasurer's and Secretary's report are in agreement for the month of *June 2014 and July 2014.*

C. Board Secretary in accordance with N.J.A.C. 6A:23A-16.10 (c) 2 certifies that there are no changes in anticipated revenue amounts or revenue sources.

D. Board of Education Certification – pursuant to N.J.A.C. 6A:23A-16.10 (c) 4 We certify that after review of the secretary's monthly financial report (appropriations section) and upon consultation with the appropriate District officials, that to the best of our knowledge no major accounts or funds have been over expended in violation of N.J.A.C. 6A:23A-16.10 (b) and that sufficient funds are available to meet the District's financial obligations for the remainder of the fiscal year.

Sean R. McCarron — August 25, 2014

Dr. Sean R. McCarron, Business Administrator — Date

ROLL CALL VOTE: 7 Yes 0 No 0 Abstain 1 Absent – P. Adair

Presentations – *None at this time*

Correspondence – *None at this time*

Recognition of Citizens - Public Comments on Agenda Items Only – *None at this time*

Secretary's Report - The Board Secretary's Report for the period June 2014 and July 2014 was reported by Dr. McCarron (Audit, Food Service, and Purchasing for SY)

Superintendent's Report - Mr. Iannucci discussed events that had taken place over the summer in preparation for the 14-15 school year.

Principals' Reports – *All reports were presented during the Board Retreat at 1:00pm*
Questions were asked concerning the menu for students – Dr. McCarron answered food service questions and stated that he would reach out to BHPRSD for clarification.

Unfinished Business

New Business

PROPERTY & TRANSPORTATION

A motion was made by Charles Buchheim and seconded by Maria Panzarella to Approve the following on the recommendation of the Superintendent:

Facility Use

Facility	User	Purpose	Date	Time
Mary Volz All Purpose Room	Runnemede PTA	Annual Budget Meeting	8/6/14	7:00 pm – 8:30 pm
Mary Volz Soccer Field, Kitchen, Parking Lot and Inside Restrooms	Runnemede PTA	Meet and Greet for Staff and Community	8/21/14 (date changed from 8/19/14)	4:30 pm – 8:30 pm
Mary Volz Library	Runnemede PTA	Executive Work Sessions	9/4/14, 10/2/14, 11/13/14,12/4/14 1/8/15, 2/5/15 3/5/15, 4/9/15 5/7/15, 6/4/15	7:15 pm – 9:00 pm
Mary Volz Library (*Conference Room)	Runnemede Education Foundation	Monthly Meetings	9/11/14, 10/9/14 *11/13/14,12/11/14, *1/8/15,2/12/15, 3/12/15,*4/9/15, *5/7/15, 6/11/15	7:00 pm - 8:30 pm
Mary Volz Gymnasium	The Youth Alliance	Family Night *"Heros and Mentors"* with Seth Franco	10/17/14	7:00 pm – 9:00 pm
Triton Regional High School	Runnemede Ed. Foundation	Trunk or Treat	10/25/14	5:30 pm – 9:00 pm
Mary Volz APR and Library	Runnemede PTA	Santa Night	12/5/14	6:00 pm – 10:00 pm
Mary Volz All Purpose Room	Runnemede PTA	Mother &Daughter Get Together	2/20/15	6:00 pm – 9:30 pm
Mary Volz All Purpose Room	Runnemede PTA	Kids Bingo	3/20/15	6:00 pm – 9:30 pm
Mary Volz Gymnasium and All Purpose Room	Runnemede PTA	Basket Auction	4/24/15	5:00 pm – 12:00 pm
Mary Volz Gym & APR	Runnemede PTA	Father and Son Get Together	5/15/15	6:00 pm – 9:00 pm

Field Trips

Location	Purpose	Date	Students	Advisor
Johnson's Corner Farm	Pumpkin Picking	10/17/14	Volz Preschoolers	Cathleen Summerfield
Paws Farm Nature Center	Visit Barnyard and Animal Presentation	11/14/14	Volz Preschoolers	Cathleen Summerfield

Interlocal Services Agreement between the Runnemede Board of Education and the Black Horse Pike Regional Board of Education to provide monthly round trip transportation services to the Philly Diner during the 2014-2015 school year at a rate of $50.00 per trip.

McGough Bus Company to transport students to the following field trips:
Johnson's Corner Farm (Volz Preschoolers), 10/17/14, one bus @ $165.00
Paws Farm Nature Center (Volz Preschoolers), 11/14/14, one bus @ $165.00

T & L Transportation to transport Soccer Team to five away games (Barrington, Stratford, Bellmawr, Gloucester and Berlin), one bus @$202.00 x 5 = $1,010.00.

First Student, Inc. to transport Field Hockey Team to four away games (Berlin, Merchantville, Brooklawn and Gloucester), one bus @$200.00 x 4 = $800.00

ROLL CALL VOTE:	7 Yes	0 No	0 Abstain	1 Absent P. Adair

PERSONNEL

A motion was made by Patricia Smith and seconded by Lynn Torrillo to Approve the following on the recommendation of the Superintendent:

Maxim Healthcare Services for Substitute Nurses
Bayada for Substitute Nurse Service
List of Substitutes for 2014 – 2015 School Year

CUSTODIAN

Gerri Laganella	Robert Clark (Pending paperwork)
Lisa Pagan (Pending paperwork)	Evan Fisher (Pending paperwork)

CAFETERIA AIDE

Linda Ruggiero	Jean Abendschein
Kathleen Kelly	Tara Belfiore (Pending paperwork)
Lisa Pagan (Pending paperwork)	Melinda Riedel (Pending paperwork)

TEACHER

Alice Beckett	Alissa Juliana	Christa Lash (Pending paperwork)
Derrick Billups	Cindy King	Tina Wagner (Pending paperwork)
Sam Bonivita	Karen Kissam	Denise Ruggieri (Pending paperwork)
Robert Cook	Sally Knapp	Amy Lotus (Pending paperwork)
Jeanne Chew	Ronald Koniecki	David Gould (Pending paperwork)
Scott Denny	Stacy McAnnaney	Caitlyn Fanz
David Gould	Janet Pierson	Jamie Stone
Mary Haines	Dana Rasmussen	
Amber Joyce	Melissa Schreyer	

Substitute rates for the 2014 – 2015 School Year

Substitute Teacher	
Daily Rate	$90.00
20 Days or more (Same position)	$110.00
60 Days or more in one position	Step 1 on Guide
Substitute Nurse	$115.00 Day
Substitute Secretary	$ 65.00 Day

Substitute Custodian	$ 12.00 Hour
Substitute Lunch Program	$ 10.00 Hour

Accept the resignation Pat Connell effective August 19, 2014

Accept the resignation of Rachel Simons effective August 13, 2014

Extra-Curricular Positions for 2014 – 2015 School Year

Band Director (Middle School)	Melissa Maatje
Chorus Director: (Middle School)	Melissa Maatje
Band Director: (4th & 5th Grade)	Karen Kauffmann
Chorus Director: (4th & 5th Grade)	Karen Kauffmann
Student Council:	Mindy Martinez
Yearbook:	Mindy Martinez
Student Recognition/Home School Coordinator:	Kayleigh Root
Volz Honor Society: (Shared Stipend)	Kayleigh Root & Jeneane DeJohn
Soccer Head Coach:	Christian Whipple
Soccer Assistant Coach:	Kristen Ambrose
Field Hockey Coach:	Shannon Griffiths
Field Hockey Assistant Coach:	Lee-Anne Michell
ATOD Coordinator:	Christi Kerslake
Environmental Club:	Scott Marakovits
Detention:	Angela Torres & Janice Zimmerman

Salary revision for Robin Clark move from BA+15 to MA

Approve Stephen Bonora to assist with technology curriculum development, instructional integration, and chomebook device managment for the 14-15 school year at an hourly rate of $30 / hour, not to exceed 40 hours between September 2014 and December 2014.

Approve following staff for 2014 – 2015 School Year effective September 1, 2014

Andrea Foglietta	1:1 Aide Bingham School	$16,400.00
Maureen Duffy	PreK-4 Aide Bingham School	$16,400.00
Julie Carroll	PreK-3 Aide Volz School	$16,400.00
Danel Joyce	1:1 Aide Volz School	$16,400.00
Melissa Austin	World Language Teacher Bingham & Downing School	$50,212.00
Erica Tait	Special Education Teacher Bingham	$48,212.00
Katharine Pluta	2nd Grade Long Term Substitute Downing School	$48,212.00 (pro-rated)

Dominique Dockery Copy Clerk $9.00 per hour up to 25 hours per week as needed.

Ms. Spaulding wished Ms. Connell good luck with her retirement and Ms. Simons good luck with her future endeavors.

ROLL CALL VOTE: 8 Yes 0 No 0 Abstain 1 Absent
P. Adair

FINANCE

A motion was made by Naomi Davidson and seconded by Charles Buchheim 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 – June 2014 and July 2014
Cash Report – June 2014 and July 2014
Treasurer's Report – June 2014 and July 2014
Board Secretary's Report – June 2014 and July 2014

Professional Development Workshops

Name	Workshop/Conference	Date(s)/Time	Cost
James Winkelspecht	Adult & Pediatric First AID/CPR/AED Sponsor: American Red Cross Location: Princeton, NJ	8/5/14 10:00am – 1:00pm (date changed from 7/14/14)	$110.00 mileage
James Winkelspecht	First AID/CPR/AED Instructor Sponsor: American Red Cross Location: Princeton, NJ	8/8/14, 8/12/14 8/15/14, (10:00am – 6:00pm) (date changed from 7/15, 7/22 & 7/29, 2014)	$550.00 mileage
Mark Iannucci Butch Bruner	2014 Southern Regional Facilities Evaluation Training Sponsor: NJDOE Location: Millville SeniorHS Milleville, NJ	8/26/14 8:30am – 12:00 pm	0 mileage
Rebecca Giordano Ruby Jewel Kathleen Malatesta Alice Pollag Anne Wilder	Certification & Benefit Issuance Workshop for Determining Officials Sponsor: New Jersey Dept. of Agriculture Location: Gloucester County College	8/28/14 10:00am - 1:00pm	0 mileage
Patricia Adar Charles Buchheim Naomi Davidson Maria Panzarella	Camden County Fall Meeting Sponsor: NJSBA Location: Villari's Lakeside Sicklerville, NJ	9/10/14 6:00pm – 9:00 pm	0 mileage
Naomi Davidson	NJSBA Board of Directors Meeting Sponsor: NJSBA Location, Trenton, NJ	9/12/14 7:00 pm – 10:00 pm	0 mileage
Patricia Adair	NJPSA Preparing for Bargaining Sponsor: NJPSA Location: Monroe Twp., NJ	9/20/14 9:00 am – 4:00 pm	$129.00 mileage
Charles Buchheim	Take Your Boardmanship Skills to the Next Level Sponsor: NJSBA Location: Princeton, NJ	9/27/14 8:45am – 4:00 pm	$200.00 mileage

Charles Buchheim (Alternate: Naomi Davidson)	Annual Delegate Assembly Sponsor: NJSBA Location: West Windsor, NJ	11/15/14	mileage
Naomi Davidson	Common Core and Your Community Sponsor: CCSBA Location: TBD	11/12/14 6:45	0 mileage
Naomi Davidson	NJSBA Meet-up Sponsor: CCSBA Location: TBD	1/15/15 6:45pm	0 mileage
Naomi Davidson	8th Grade Dialogue Sponsor: CCSBA Location: TBD	3/3/15 6:45pm	0 mileage
Naomi Davidson	Spring Dinner Celebrations Sponsor: CCSBA Location: TBD	5/5/15 6:45pm	0 mileage

Payment of Bills (Bills Lists attached)

ACCOUNT PERIOD/BATCH #	TOTAL AMOUNT
Bills List #1 - Payroll (Batch #51-Retro-06/11/14 Payroll)	$ 202,099.32
Bills List #2 - Payroll (Batch #52-06/15/14 Payroll)	$ 372,087.54
Bills List #3 - Payroll (Batch #53-06/30/14 Payroll)	$356,033.55
Bills List #4 – Payroll 07/15/14 – (Additional 6/30/14 Payroll-Batch #53-PR Run #2)	$23,084.42
Bills List #5 – Payroll (Batch #51-07/15/14 Payroll)	$ 59,293.14
Bills List #6 – Payroll (Batch #52-07/30/14 Payroll)	$ 86,053.24
Bills List #7 – A/P 6/30/14 (Batch #60, #61, #69)	$197,493.88
Bills List #8 – A/P 7/31/14 (Batch #62, #63, #64, #80)	$643,964.86
Bills List #9– A/P 8/25/14 (Batch #65, #66)	$316,476.87
Cafeteria	$21,925.49
TOTAL	**$2,278,512.31**

Approve 2014 Amendment to include FY 13 carryover for IDEA

Basic	$18,114
Preschool	$182

Agreement for the Provision of Instruction with the Brookfield Homebound School Program for the 2014-2015 school year at a rate of $38.00 per hour.

Tuition contract agreement between the Runnemede Board of Education and the Edgewater Park Township Board of Education for SID #8790099735 from September 4, 2013 through December 19, 2013.

Acknowledge Memorandum of Understanding for SEMI (Special Education Medicaid Initiative) – originally approved by BOE March 2013. Acknowledge allows us to continue participation in this state-wide program initiative.

Renewal of contract with Phifer Financial Services to provide our district employees with service regarding their financial needs.

Mr. Buchheim asked about the contract fees with this service. Dr. McCarron explained that there is no cost to the district.

Special Education Tuition Contract – *Extended School Year Program* for SID#7338058655, SID#6847236573, SID#2043172384, SID#7813462374 and SID#1729627751 from July 7, 2014 through August 7, 2014.

Correction in Board approved payment amount to Employee #30 from $4,720.00 to $4,270.00. This was an agenda error only and employee was paid the correct amount.

Tuition contract with Durand, Inc. to provide educational services to SID#5910141622 for the 2014-2015 school year.

State of New Jersey Department of Human Services, Commission for the Blind and Visually Impaired to provide educational services to SID#7151340954 for the 2014-2015 school year.

Tuition contract with Kingsway Learning Center to provide educational services to SID#8603896991 for the 2014-2015 school year.

All Occasions Limousine Service to provide transportation to potential homeless students. All Occasions has two 14 passenger vans as well as three mini vans. All drivers are fully bonded, finger printed and school bus licensed.

ROLL CALL VOTE:	8 Yes	0 No	0 Abstain	1 Absent P. Adair

CURRICULUM

A motion was made by Patricia Smith and seconded by Lynn Torrillo to Approve the following on the recommendation of the Superintendent:

Mrs. Jade Yezzi as Principal of the Aline Bingham and Grace Downing Elementary Schools for the 2014 -2015 School Year.

Resolution 082514

WHEREAS, The Runnemede Board of Education will share the same Principal, Mrs. Jade Yezzi, as Principal of both Bingham (PreK – 3) and Downing Elementary (K-3) in the interest of efficiency.

WHEREAS, the Teacher in Charge will be Mary Ralston at the Grace Downing School and Barbara Fanz at the Aline Bingham School.

Therefore be it resolved that Mrs. Yezzi will be assigned as Principal of the Aline Bingham and Grace Downing Elementary Schools for the 2014 – 2015 school year.

Curriculum Guides for the 2014 – 2015 school year.

ROLL CALL VOTE:	8 Yes	0 No	0 Abstain	1 Absent P. Adair

POLICIES/PUBLIC RELATIONS

A motion was made by Naomi Davidson and seconded by Maria Panzarella to Approve the following recommendations of the Superintendent:

First Reading of the following policies:

Policy & Regulation #2412 Home Instruction Due to Health Conditions
Policy & Regulation #2417 Student Intervention and Referral Services
Policy & Regulation #2481 Home or Out-of School Instruction for a General Education Student for Reasons Other Than a Temporary Chronic Illness
Policy #3283 Electronic Communications Between Teaching Staff Members and Students
Policy #4283 Electronic Communications Between Support Staff and Students
Policy & Regulation #5200 Attendance
Policy & Regulation #5610 Suspension
Policy & Regulation #5611 Removal of Students for Firearms Offenses
Policy & Regulation #5612 Assaults on District Board of Education Members or Employees
Policy & Regulation #5613 Removal of Students for Assaults with Weapons Offenses
Policy # 5620 Expulsion
Policy & Regulation #8462 Reporting Potentially Missing or Abused Children

Approval of the Board Member Handbook

ROLL CALL VOTE:	8 Yes	0 No	0 Abstain	1 Absent P. Adair

Recognition of Citizens and Staff – non-agenda items – *None at this time*

Executive Session - student, personnel, legal, or contractual matters – *None at this time*

Board/Committee Meetings

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

Adjournment or Recess

A motion was made by Maria Panzarella and seconded by Lynn Torillo to adjourn the meeting at 3:47

9-24-2014