

**BOARD OF EDUCATION
RUNNEMEDE PUBLIC SCHOOL DISTRICT**

Mary Volz School Library
October 21, 2015
7:00 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 Common Core Standards and 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 7:01 pm.

Pledge of Allegiance – All present stood and recited the pledge

Roll Call:	Present		Absent
	Arlene Anderson	Naomi Davidson	Patricia Adair
	Angel Beebe	Amy Farry	Joseph Impagliazzo
	Charles Buchheim	Maria Panzarella	
		Samantha Spaulding	

Also Present:

Mark Iannucci, Superintendent
Sean McCarron, Business Administrator / Supervisor of Curriculum & Instruction
Jade Yezzi, Principal – Bingham/Downing Schools
Steve Pili, Principal – Mary Volz
Phil Silva, Vice Principal
Gladys Hubbard, Child Study Team Supervisor
Frank Hines, Supervisor of Buildings & Grounds

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

Work Session – *September 23, 2015*
Regular Meeting – *September 23, 2015*

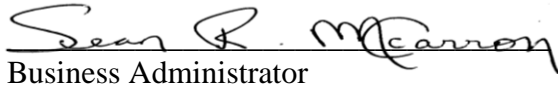
ROLL CALL VOTE: 5 Yes 0 No 2 Abstain 2 Absent
(2 Abstentions: Ms. Anderson and Ms. Panzarella)

Financial Report – Period Ending September 2015 - A motion was made by Mr. Buchheim and seconded by Naomi Davidson 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 month of *September*. The Board Secretary certifies that no line item account has been 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 month of *September* 2015. The Treasurer's and Secretary's report are in agreement for the month of *September* 2015.
- 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.


Business Administrator

October 21, 2015
Date

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

Presentations –7:00 pm Third Grade Students from Bingham & Downing School
Ms. Yezzi explained that Ms. Kauffmann has worked with the 3rd grade students on their “SPOOKY SPECTACULAR” Performance.

Correspondence – NJSBA Convention Documentation

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

Secretary / Curriculum Report – Dr. McCarron gave his full report during the work session.

Superintendent's Report – Mr. Iannucci gave his full report during the work session

Principals' Reports

- A. Fire and Security Drills to date were conducted as follows:

SCHOOL	TYPE OF DRILL	DATES	DURATION
BINGHAM	Active Shooter	October 14, 2015	6 minutes
	Fire Drill	October 16, 2015	2 minutes
DOWNING	Active Shooter	October 13, 2015	4 minutes
	Fire Drill	October 15, 2015	1 minutes 21 seconds
VOLZ	Fire Drill	October 9, 2015	3 minutes 46 seconds
	Evacuation	October 16, 2015	4 minutes 2 seconds

- B. Nurse's Report
C. Buildings and Grounds Report
D. Special Education Report

XII. Other Reports

- A. PTA Report

B. Committee Reports

- Camden County Educational Services Commission
- NJSBA Report
- Black Horse Pike Regional School District
- Negotiations
- Other - Mr. Buchheim went to the Planning and Zoning Board Meeting
7 minute meeting was to discuss the sale of Christmas trees on Evesham Road property adjacent to ACME and the builder is not moving through - this would be another ideal area to build
There will be an Ad-Hoc meeting on Tuesday, November 10, 2015 at 2:30 pm (Samantha, Charles, Amy, and Angel)
There was a Request to bring the rough proposal from Garrison (Elementary ONLY)

New Business

- A. PROPERTY & TRANSPORTATION** – A motion was made by Charles Buchheim and seconded by Naomi Davidson to approve the following on the recommendation of the Superintendent:

1. Facility Use

FACILITY	USER	PURPOSE	DATE	TIME
Mary Volz Library	Runnemedede PTA	Monthly Executive Board Meetings	9-10-15,10-6-15,11-12-15, 12-3-15,1-7-16, 2-4-16,3-3-16,4-7-16,5-5-16,6-2-16	7:30pm - 9:30pm
Triton Regional High School	Runnemedede PTA	Trunk or Treat	10-24-15	6:00pm - 9:00pm
Triton Regional High School	Mary Volz Concert Choir and Band	Winter Concert Rehearsal	12-7-15	2:00pm - 4:30pm
		Winter Concert Performance	12-10-15	4:00pm - 8:15pm
Mary Volz APR and Library	Runnemedede PTA	Holiday Night	12-11-15	6:00pm set up 7:00pm - 8:00pm
Triton Regional High School	Mary Volz Girls & Boys Basketball	Basketball Game with Bellmawr	12-14-15	5:30pm - 9:00pm
Mary Volz All Purpose Room	Runnemedede PTA	Little Princess and Her Prince Dance	2-19-16	6:00pm set up 7:00pm - 8:00pm dance
Mary Volz All Purpose Room	Runnemedede Girl Scouts	Annual Dinner/Show	3-9-16	4:00pm - 6:00pm Set up 6:00pm - 9:00 pm Dinner/Show
Mary Volz All Purpose Room	Runnemedede PTA	Kid's Bingo	3-18-16	7:00pm - 8:00pm
Mary Volz Gymnasium	Runnemedede PTA	Basket Auction	4-29-16	5:00pm set up 6:00pm - 12:00am
Mary Volz All Purpose Room	Runnemedede PTA	Little Guy and His Gal Dance	5-20-16	6:00pm set up 7:00pm - 8:00pm

2. Field Trips

Location	Purpose	Date	Students	Advisor	Transportation
Johnson's Corner Farm	Pumpkin picking	10-15-15	Preschools	Cathleen Summerfield	McGough Bus Company 3 buses @ \$225.00 each

Medford, NJ (originally approved Zimmerman's Market - location and date changed due to scheduling conflict)				Samantha Eib	= \$675.00
Garden State Discovery Museum Cherry Hill, NJ	Hands on play, science workshop	11-16-15	Preschoolers	Cathleen Summerfield Samantha Eib	McGough Bus Company 3 busses @ \$225.00 each = \$675.00
The Playground Pier Atlantic City, NJ	M.A.P.S. Choral Performance	12-4-15	Volz Middle School Chorus	Melissa Maatje	T & L Transportation 2 busses @ \$275.00 each = \$550.00
Triton Regional High School	Basketball Game	12-14-15	Girls and Boys Basketball	Melinda Martinez	N/A
Adventure Aquarium Camden, NJ	Explaining Sea Life	5-16-16	Preschoolers	Cathleen Summerfield Samantha Eib	McGough Bus Company 3 busses @ \$275.00 each = \$825.00
Stockton University Performing Arts Center Galloway, NJ	Bay Atlantic Symphony Concert	5-24-16	4 th and 5 th Grade Band and Chorus	Karen Kauffman	T & L Transportation 2 busses @ \$220.00 each = \$440.00 <i>NOTE:</i> South Jersey Cultural Alliance will incur transportation expense

3. Addendum to First Student transportation contract removing Route #3 since the Runnemede bus transports these students.
4. First Student to transport Field Hockey team to Gibbsboro for playoff game on Monday, October 26, 2015. Cost: 1 bus @ \$175.00. Transportation has been tentatively scheduled based on the team's progression in the playoffs.

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

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

1. Heather Logan as 1:1 Aide Preschool 1st Step \$16,400.00
2. Ann Paolini as Instructional Aide 1st Grade 1st Step \$16,400.00
3. Debbie Dockery as Bus Aide at \$17.00 per hr.
4. Heather Logan as Bus Aide at \$16.00 per hr.
5. Accept resignation of Tyler Smith effective September 30, 2015
6. Accept with regret the letter of intent to retire Peg Lyle effective November 1, 2015
7. Accept with regret the resignation of Teresa Friel effective October 26, 2015
8. Accept the resignation of Maureen Duffy effective October 5, 2015

9. Maternity Leave for Employee #420 beginning January 15, 2016 and returning May 23, 2015 (as per REA Agreement)
10. Maternity Leave for Employee #643 beginning March 8, 2016 and returning June 13, 2016 (as per REA Agreement)
11. Enrico Coralluzzo as Part time Custodian at \$12.00 per hr. not to exceed 29.5 hrs. per week
12. Maternity Leave for Employee #550 beginning February 22, 2016 and returning May 16, 2016
13. Approve Elaine Colton to be moved from the 2 hour 15 minute, aide position at Bingham to the 5.5 hour cafeteria worker at Bingham effective October 26, 2015.
14. Approve Rhonda Pucciarelli as a 2 hour 15 minute cafeteria / playground aide at Bingham Elementary School (pending paperwork)
15. Eric Burger as Volunteer Coach for Girls Basketball Team for 2015 – 2016 School Year
16. Extra-Curricular for 2015 – 2016 School Year

Head Boys Basketball		Mike Kline
Head Girls Basketball		Melinda Martinez
Assist. Girls Basketball Coach		Lisa Maitag
Cheerleading Coach		Jeneane DeJohn
4 th & 5 th Grade Variety	16 sessions	Shawn Clancy
6 th & 8 th Grade Variety	32 sessions	Shawn Clancy
Flag Football	16 sessions	Mike Ralston
Basketball 6 th – 8 th	24 sessions	Shawn Clancy
Soccer 4 th – 5 th	16 sessions	Kristin Ambrose
Gardening Club	24 sessions	Linda Schreiber
Men of Distinction		Scott Marakovits
Women of Distinction		Jackie DeFeo
Battle of the Books 4 th Grade		Melissa Lukacsy
Battle of the Books 5 th & 6 th Grade		Mike Ralston
Battle of the Books 7 th & 8 th Grade		Linda Schrieber
Basketball Security (Hourly as per REA Contract)		Danel Joyce, Linda Schreiber (Alternate)

**** Angel Beebe asked if we always have basketball security. Maria Panzarella answered that after Sandy we had to have security.*

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

FINANCE – A motion was made by Maria Panzarella and seconded by Naomi Davidson 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*
 Cash Report – *September*
 Receipt Report – *September*
 Treasurer’s Report – *September*
 Board Secretary’s Report – *September*
2. Professional Development Workshops

NAME	WORKSHOP/CONFERENCE	DATE(S)/TIME	COST
Elizabeth Kehler	Strategies for Teaching Students w/Visual Impairments Sponsor: NJ Commission for the Blind and Visually Impaired Location: The Conference Center West Windsor, NJ	10-15-15 9:00am - 3:00pm	0 Mileage
Jeanette Schiraldi	Dell Philadelphia, PA Solutions Showcase Sponsor: Dell Location: Citizens Bank Park Philadelphia, PA	10-19-15 10:30am - 9:30pm	0 Mileage
Cathleen Summerfield	Dr. Jean’s Active Learning Sponsor: Staff Development for Educators Location: Philadelphia, PA	11-9-15 8:30am - 3:30pm	\$220.00 Mileage
Myssee Anderson Charles Buchheim Samantha Spaulding	Salem County Meeting Sponsor: NJSBA Location: Riverview Inn Pennsville, NJ	11-9-15 6:00pm - 9:00pm	0 Mileage
Mark Iannucci	Legal Update: Recent Decisions, Case Law, Pending Litigation That Affect Your District Decisions Sponsor: NJASA Location: Crowne Plaza Monroe Monroe Township, NJ	11-10-15 9:00am - 1:30pm	\$149.00 Mileage
Mark Iannucci Steve Pili Jade Yezzi	2015 Innovate NJ Possibilities Tour: Southern Hub Sponsor: NJ Dept. of Education Office of School Innovation Location: Tour begins at Voorhees Middle School	11-20-15 8:30am - 3:30pm	0 Mileage
Patricia Adair	Fall Delegate Meeting Sponsor: NJ School Boards Association Location: Mercer County Community College West Windsor Twp., NJ	11-21-15 TBD	0 Mileage

Mary Helder Lee-Anne Michell	Practical Writing Strategies: Help Students Be More Successful in Meeting Your State Standards Grades K-2 Sponsor: Bureau of Education and Research Location: Cherry Hill, NJ	12-11-15 9:00am - 3:00pm	\$239.00 ea. Mileage
Gladys Hubbard	Building Effective IEP's Within the Guidelines of NJ Administrative Law Sponsor: Rutgers School of Social Work Location: Bordentown, NJ	12-11-15 9:30am - 3:30pm	\$129.00 Mileage
Christina Ayusa Mary Moore	Dyslexia, Dyscalculia and Dysgraphia Sponsor: MEDS PDN Location: Crowne Plaza, Cherry Hill, NJ	12-14-15 8:00am - 4:00pm	\$199.00 ea. Mileage
Nancy Bada	Treating Self Harming Behaviors in Adolescents Sponsor: PESI Location: Cherry Hill, NJ	12-15-15 8:00am - 4:00pm	\$199.99 Mileage

3. Payment of Bills (Bills Lists attached)

ACCOUNT PERIOD/BATCH #	TOTAL AMOUNT
Bills List #1 – Payroll 09/15/2015	\$ 350,065.73
Bills List #2 – Payroll 09/30/2015	\$ 353,273.57
Bills List #3 – A/P Batch #64	\$185,112.42
Bills List #4 – A/P Batch #66	\$160,583.99
Cafeteria – Batch #65	\$16,183.44
Bills List #5 – Batch #79	\$32,911.00
TOTAL	\$1,098,130.15

4. Environmental Design Inc. to perform work at the Mary Volz School gymnasium and Aline Bingham classrooms (4).
5. Contracts with Gloucester County Special Services School District for tuition and out-of-county surcharge for SID#1729627751, SID# 7813462374 (plus 1:1 aide), SID#6847236573 (plus 1.1 aide), SID#2043172384 (plus 1.1 aide), SID#5980998953 and SID#7338058655 for the 2015-2016 school year.
6. Tuition contract with Barrington Board of Education for SID #7763983479 for the 2015-2016 school year covered under McKinney – Vento Homeless Assistance Act.
7. Health Care Staffing Agreement with Epic Health Services, Inc. for the 2015-2016 school year.
 - a. One-on-one nursing services for SID#7443059652 for the entire school year.

8. Runnemede Board of Education Resolution for
Submission of the Comprehensive Maintenance Plan
For Years 14-15, 15-16, 16-17

WHEREAS, the Department of Education requires New Jersey School Districts to submit three year maintenance plans documenting “required” maintenance activities for each of its public school facilities; and

WHEREAS, the required maintenance activities as listed in the document for the various school facilities of the Runnemede Board of Education are consistent with these requirements; and

WHEREAS, all past and planned activities are reasonable to keep school facilities open and safe for use or in their original condition and to keep their system warranties valid;

NOW, THEREFORE, Be It Resolved that the Runnemede Board of Education hereby authorizes the School Business Administrator/Board Secretary to submit the Comprehensive Maintenance Plan for the Runnemede Board of Education in compliance with the Department of Education requirements.

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

CURRICULUM – A motion was made by Charles Buchheim and seconded by Amy Farry to approve the following on the recommendation of the Superintendent:

1. Scott Marakovits for course approval “*RES6012 Research Methods*” and “*LEAD6153, Policy & Governance*” Fall 2015
2. Christine Cirillo for course approval “*MTH100 Algebra Concepts*” Spring 2016

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

POLICIES/PUBLIC RELATIONS – A motion was made by Maria Panzarella and seconded by Naomi Davidson to approve the following on the recommendation of the Superintendent:

1. The submission of the “*Memorandum of Agreement*” with Law Enforcement and The Runnemede School District. The MOA has been revised this year and a signing event is being coordinated by the Camden County Executive Superintendent's Office on December 2, 2015, where the Superintendent will again meet with local Law Enforcement Representatives and the Camden County Prosecutor.
2. Approve Linda Schreiber’s students to collect donated items to be given to the local animal shelter.

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

Recognition of Citizens and Staff – non-agenda items

Mr. Pili thanked Mr. Sampolski from the VFW for the new school flags that were donated. Ms. Spaulding publically acknowledged Ms. Lyle for all of her hard work and wished her well

Executive Session - student, personnel, legal, or contractual matters – A motion was made by Naomi Davidson and seconded by Charles Buchheim to enter Executive Session at 7:26 pm.

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):

- X 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; (Student Matter)
- X 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; (Student Matter)
- X 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 meeting; (Personnel Matters)

 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 8:00 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.

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

Return to Public Session – A motion was made by Maria Panzarella and seconded by Charles Buchheim to return to open session at 8:39 pm.

New Business – Curriculum – A motion was made by Charles Buchheim and seconded by Amy Farry to approve the following on the recommendation of the Superintendent:

1. HIB Report as provided by HIB Coordinator

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

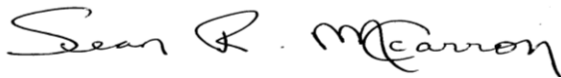
Board/Committee Meetings

New: NJSBA Convention: Tuesday, October 27, 2015 – Thursday, October 29, 2015

Reminder: Next regular BOE meeting date: November 18, 2015 (work session at 6:00pm)

Adjournment – A motion was made by Maria Panzarella and seconded by Angel Beebe to adjourn the meeting at 8:45 pm.

Respectfully Submitted,



Sean R. McCarron, Ed.D.
School Business Administrator / Board Secretary