

**BOARD OF EDUCATION
RUNNEMEDE PUBLIC SCHOOL DISTRICT**

Mary Volz School Library

November 18, 2015

6:00 p.m. Work Session Followed by 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 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 7:03 pm.

Pledge of Allegiance – All present stood and recited the pledge.

Roll Call: Present

Arlene Anderson Amy Farry
Charles Buchheim Maria Panzarella
Naomi Davidson Samantha Spaulding

Absent

Patricia Adair
Angel Beebe
Joseph Impagliazzo

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 Maria Panzarella and seconded by Naomi Davidson to RECOMMEND that the Board of Education approve the minutes of the following meetings:

1. Work Session – *October 21, 2015*
2. Regular Meeting – *October 21, 2015*
3. Executive Session – *October 21, 2015*

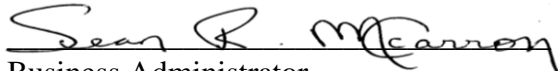
ROLL CALL VOTE: 6 Yes 0 No 0 Abstain 3 Absent

Financial Report – Period Ending October 2015 – A motion was made by Charles 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 October 2015. 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 October 2015. The Treasurer's and Secretary's report are in agreement for the month of October 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

November 18, 2015
Date

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

Presentations – 7:00 p.m. Volz Student Presentation – Ms. Duffield and representatives from the student council voiced their concerns and updates to the board. Mr. Buchheim agreed to donate \$500 so the student council could purchase a school mascot outfit.

Correspondence - Mr. Iannucci shared that the school solicitor sent a Thanksgiving card to the Board.

Recognition of Citizens - Public Comments on Agenda Items Only – No Comment

Secretary / Curriculum Report – Dr. McCarron discussed the ROD Grants, School Boards Convention, and provided QSAC update

Superintendent's Report – Mr. Iannucci discussed enrollment, Red Ribbon Week, Veterans Day Activities, Conferences, QSAC Update, and PARCC Update

Principals' Reports

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

SCHOOL	TYPE OF DRILL	DATES	DURATION
BINGHAM	Fire Drill	November 11, 2015	3 minutes
	Lockdown	November 12, 2015	3 minutes
DOWNING	Fire Drill	November 4, 2015	2 minutes
	Lockdown	November 11, 2015	3 minutes
VOLZ	Fire Drill	November 3, 2015	2 minutes 43 seconds

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

Other Reports

- A. PTA Report – Trunk or Treat successful with over 90 attending. Santa Shop will be December 7th and Santa Night will be December 11th.

B. Committee Reports

- Camden County Educational Services Commission – No Report
- NJSBA Report – Mr. Buchheim will be attending delegate assembly on Saturday (Resolution regarding charter schools will be voted on and discussed)
- Black Horse Pike Regional School District - None
- Negotiations – The committee will be meeting before the holidays
- Planning and Zoning Board – Variances were discussed / Spaulding and Buchheim will be attending the next meeting
- Ad Hoc regarding New Building – Updated to come and the committee will continue to investigate the possibilities.

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:

1. Facility Use

FACILITY	USER	PURPOSE	DATE	TIME
Mary Volz Classroom B-5 and school grounds	Environmental Club Scott Marakovits	Environmental Club activities and labs (outdoor planting and clean up events)	10-14-15 through 5-25-16	2:20 p.m. - 2:40 p.m. Every 2 nd and 4 th Wednesday
Mary Volz Gymnasium and All Purpose Room	Mary Volz Boys and Girls Basketball Team	Basketball Practices and Games	11-9-15 through 2-26-16	2:30 p.m. – 4:30 p.m. Practices 2:30 p.m. – 7:00 p.m. Games
Mary Volz Classroom D-4	Holiday Committee	Storage and distribution of food baskets for Thanksgiving	11-24-15	8:00 a.m. - 6:00 p.m.
Mary Volz Classroom D-4	Holiday Committee	Storage and distribution of food baskets and gifts for Holiday Drive	12-22-15	8:00 a.m. - 6:00 p.m.

2. Field Trips

Location	Purpose	Date	Students	Advisor	Transportation
Aline Bingham School Runnemede, NJ	Fall-fest team building activities	11-2-15	Bingham and Downing 3 rd Grade	Kaitlyn Taraschi	Downing students will walk to Bingham. Police escort & Crossing Guard will be on duty for this event.
Phily Diner Runnemede, NJ	Student of the Month Luncheon	12-2-15 2-3-16 4-6-16 6-1-16	6 th , 7 th , 8 th Grade	Kayleigh Root	Runnemede School District Bus will transport students to diner and back to school.
Runsen House Retirement Community Runnemede, NJ	Band and hand chimes performance for retirement community	12-8-15	Mary Volz Middle School Band and Hand Chimes	Melissa Maatje	Holcomb Bus Company 1 bus @ \$150.00
Aline Bingham School Runnemede, NJ	Read to elementary school students	6-1-16	Men and Women of Distinction	Jacqueline De Feo	Students will walk to Bingham School

				Scott Marakovits	
Grace Downing School Runnemede, NJ	Read to elementary school students	6-2-16	Men and Women of Distinction	Jacqueline De Feo Scott Marakovits	Students will walk to Downing School

3. McGough Bus Company to transport Mary Volz Boys and Girls Basketball teams to eleven (11) away games @ \$350.00 per game = \$3,850.00

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

PERSONNEL - A motion was made by Maria Panzarella and seconded Naomi Davidson to approve the following on the recommendation of the Superintendent:

1. Lynn Hambrose as Substitute Custodian
2. Maternity leave for Employee #194 beginning March 10, 2016, returning June 1, 2016.
3. Jeannine Chew as 1:1 Aide, Kindergarten, 1st step \$16,400.00 (Pro-rated)
4. Employee #663 Intermittent Medical leave, beginning November 11, 2015 through January 1, 2016.
5. Carol Castellano as Substitute Lunch/Playground Aide and Substitute Bus Driver
6. Matthew Phillips as Substitute Custodian (Pending paperwork)
7. Christian Whipple as Volunteer Coach for Running Club
8. Elaine Colton as Volunteer with Cheerleading
9. Jackie Trakimas as Assistant Boys Basketball Coach
10. Robin White as Long-term Substitute, step 2 \$49,645.00 (pro-rated), starting tentatively January 4, 2016 to June 30, 2016
11. Frank Auletto as Long-term Substitute, step 2 \$49,645.00 (pro-rated), starting tentatively December 21, 2015 to April 25, 2016 (*There was a question from Maria Panzarella in regards to the school location*)
12. Amanda Mazzone (already long-term) as Long-term Substitute continuing to June 30, 2016
13. Gina DiDomenic as Long-term Substitute, step 2 \$49,645.00 (pro-rated). Starting tentatively January 4, 2016 to June 30, 2016
14. Alex Rost as Volunteer for Boys Basketball (*Maria Panzarella asked if it was a current staff member, which Mr. Iannucci confirmed*)

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

FINANCE – A motion was approved 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 – *October*
 Cash Report – *October*
 Receipt Report – *October*
 Treasurer’s Report – *October*
 Board Secretary’s Report – *October*

2. Professional Development Workshops

NAME	WORKSHOP/CONFERENCE	DATE(S)/TIME	COST
Sean McCarron Phil Silva	PARCC Math Assessments Updates Sponsor: NJDOE Location: Stockton University Galloway, NJ	11-4-15 9:00a.m. – 12:00p.m. and 1:00p.m. – 4:00p.m.	0 Mileage
Angel Beebe	Salem County Meeting Sponsor: NJSBA Location: Riverview Inn	11-9-15 6:00p.m. – 9:00p.m.	0 Mileage
Arlene Anderson Charles Buchheim Naomi Davidson Samantha Sampolski	Camden/Gloucester Joint SBA Mtg. Sponsor: NJSBA Location: Villari’s Lakeside Sicklerville, NJ	12-1-15 6:00p.m. – 9:00p.m.	0 Mileage
Naomi Davidson	Legislative Committee Meeting Sponsor: NJSBA Location: NJSBA Headquarters Trenton, NJ	12-12-15 9:00a.m. – 12:00p.m.	0 Mileage
Regina Ritchie	Assessing the Common Core: NDW What ? Sponsor: AMTNJ Location: St. Peter’s University Jersey City, NJ	1-6-16 8:00a.m. – 3:00p.m.	\$179.00 Mileage
Karen Feldman	Practical Strategies to Address the Challenges of Today’s School Nurse Sponsor: BER Location: Voorhees, NJ	1-20-16 8:30a.m. – 3:15p.m.	\$239.00 Mileage
Arlene Anderson Charles Buchheim Naomi Davidson Samantha Sampolski	Camden/Gloucester/Salem Tri- County Meeting Sponsor: NJSBA Location: Villari’s Lakeside Sicklerville, NJ	2-1-16 6:00p.m. – 9:00p.m.	0 Mileage
Jeneane DeJohn	Our Goal: High Quality Learning for Everyone Sponsor: AMTNJ Location: National Conference Ctr. Holiday Inn, East Windsor, NJ	2-9-16 8:00a.m. – 3:00p.m.	\$179.00 Mileage
Naomi Davidson	Legislative Committee Meeting Sponsor: NJSBA Location: NJSBA Headquarters Trenton, NJ	3-19-16 9:00a.m. – 12:00p.m.	0 Mileage
Naomi Davidson	Salem County SBA Meeting Sponsor: NJSBA Location: Riverview Inn Pennsville, NJ	4-27-16 6:00p.m. – 9:00p.m.	0 Mileage

Arlene Anderson Charles Buchheim Naomi Davidson Samantha Sampolski	Camden/Gloucester Joint SBA Mtg. Sponsor: NJSBA Location: Villari's Lakeside Sicklerville, NJ	5-3-16 6:00p.m. – 9:00p.m.	0 Mileage
Naomi Davidson	Legislative Committee Meeting Sponsor: NJSBA Location: NJSBA Headquarters Trenton, NJ	5-7-16 9:00a.m. – 12:00p.m.	0 Mileage

3. Payment of Bills (Bills Lists attached)

ACCOUNT PERIOD/BATCH #	TOTAL AMOUNT
Bills List #1 – Payroll 10/15/15	\$ 362,265.40
Bills List #2 – Payroll 10/30/15	\$ 361,877.02
Bills List #3 – A/P Batch #67	\$636,646.09
Bills List #4 – A/P Batch #69	\$234,614.45
Cafeteria – A/P Batch #68	\$15,461.14
Bills List #5 SNEARS/ B of A	\$20,658.52
TOTAL	\$1,631,522.62

4. Approve St. Theresa's plan to upgrade the communication systems and door locks using the Non Public Security Aid granted in the amount of \$4,200 as per guidelines set forth by the NJDOE.
5. Approve the updated Guide for Standard Operating Procedures and Internal Controls.
6. Approve the application for and receipt of the 2015 Safety Grant Program from the NJ Schools Insurance Group BACCEIC Subfund in the amount of \$3,009.
7. Contract with Greenwich Township Board of Education to provide educational services to SID#3625578259 for the 2015-2016 school year.
8. Agreement with Professional Education Services, Inc. to provide educational services to Runnemede students for the 2015-2016 school year.
 - a. Educational services for SID#5003468661 at Princeton House
9. Agreement with Education Inc. to provide educational services for SID#6297958910 at Kennedy University Hospital.
10. NCLB Services agreement with the Camden County Education Services Commission (CCESC) to provide part-time instruction to students attending St. Theresa's school for the 2015-2016 school year totaling \$7,950.
 - Title I \$5,146
 - Title II \$2,804
11. IDEA Services agreement with the Camden County Education Services Commission (CCESC) to provide Instructional Assistant Services and OT/PT Services to students attending St. Theresa's school for the 2015-2016 school year totaling \$40,371.

- 1 Full time aide (5 days/wk) \$29,475
- OT/PT services not to exceed \$2,946
- 1 part time teacher (1/2 day/wk) \$7,950

There was a question regarding the consultation process, which Dr. McCarron explained.

12. Additional Kingdom Charter School of Leadership tuition, as directed by State notice, for SID#6350217973 for the 2015-2016 school year.
13. Accept the donation of freezer Frigidaire model #UF-16J from Mr. & Mrs. Giacobbe.
14. Agreement with E-rate Partners, LLC to provide E-rate services for the Funding Year 2016.

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

CURRICULUM - A motion was made by Charles Buchheim and seconded by Naomi Davidson to approve the following on the recommendation of the Superintendent:

1. Practicum placement for Krista McGrail (Mike Ralston) and Kelli Gallagher (Alex Taliaferro) January 25, 2016 through May 6, 2016
2. Nursing Services Plan for the 2015 – 2016 School Year
3. William Ballinger as a Student Therapist working with Rehab Connection from February 16, 2016 to May 6, 2016

ROLL CALL VOTE: 6 Yes 0 No 0 Abstain 3 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. Turkey Trot (Fundraiser) at Volz School on November 25, 2015, which raises money for our Holiday Committee

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

Recognition of Citizens and Staff – non-agenda items

1. President Spaulding congratulated Ms. Anderson, Ms. Adair and Mr. Buchheim on their re-election (Ms. Spaulding was also re-elected)
2. Patricia Wilson commented on how well the student council members spoke this evening, and how she felt it empowers them to find their voice. She also stated she was very happy to see that 5th grade students would be involved in athletics / given the opportunity.
3. Eleanor Kelly stated how wonderful it was to hear the student council members speak. She

- also asked about the PARCC Results and when / how they will be presented. It was explained that they will be presented as soon as the district receives them, hopefully by the December meeting.
4. Charles Buchheim mentioned that at the county school board meeting, the assistant commissioner stated that New Jersey is always ranked #2 or #3 among other states regarding test scores.

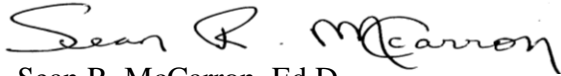
Board/Committee Meetings

Reminder:

Next regular BOE meeting date: December 16, 2015 (work session at 6:00pm)

Adjournment – A motion was made by Maria Panzarella and seconded by Naomi Davidson to adjourn the meeting at 7:42 pm.

Respectfully Submitted,



Sean R. McCarron, Ed.D.