

**BOARD OF EDUCATION
RUNNEMEDE PUBLIC SCHOOL DISTRICT**

Mary Volz School Library
December 16, 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 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 – The meeting was called to order by President Spaulding at 7:02 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 present recited the pledge.

Roll Call:	Present		Absent
	Patricia Adair	Charles Buchheim	Arlene Anderson
	Angel Beebe	Amy Farry	
	Naomi Davidson	Maria Panzarella	
	Joseph Impagliazzo	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 Maria Panzarella and seconded by Naomi Davidson to RECOMMEND that the Board of Education approve the minutes of the following meetings:

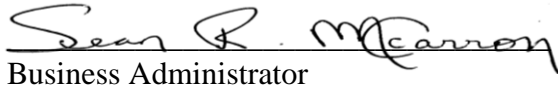
1. Work Session - November 18, 2015
2. Regular Meeting - November 18, 2015

ROLL CALL VOTE: 5 Yes 0 No 3 Abstain 1 Absent

Financial Report – Period Ending November 2015 – A motion was made by Naomi Davidson 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 month of *November*. 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 *November*. The Treasurer’s and Secretary’s report are in agreement for the month of *November* 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

December 16, 2015
Date

ROLL CALL VOTE: 8 Yes 0 No 0 Abstain 1 Absent

Presentations – Mrs. Yezzi introduced Ms. Majewski and the first grade students from Bingham to read their “How To” stories.

Recognition of Citizens - Public Comments on Agenda Items Only

- 1. Christa Moore voiced her concern on the 7th grade field trip to Hershey Park, and felt as though it took away from the 8th grade activities
- 2. Eleanor Kelly suggested that Dorney Park in Allentown, PA could be a better option. Mr. Pili explained that the Hershey Trip was an educational event

Secretary / Curriculum Report – Dr. McCarron discussed ROD Grant Projects, Mid-Year Review Meeting with the Camden County Office of Education, School Choice, and the Pizza Survey

Superintendent’s Report – Mr. Iannucci discussed current enrollment, ASSA, Volz Music Performance at Triton and Atlantic City, QSAC, and Rotary

Principals' Reports

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

SCHOOL	TYPE OF DRILL	DATES	DURATION
BINGHAM	Fire Drill	December 9, 2015	3 minutes
	Lockdown	December 11, 2015	4 minutes
DOWNING	Fire Drill	December 10, 2015	2 minutes
	Lockdown	December 11, 2015	2 minutes
VOLZ	Active Shooter	November 23, 2015	3 minutes 43 seconds
	Fire Drill	December 8, 2015	3 minutes 22 second
	Bus Evacuation	December 8, 2015	4 minutes 1 second

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

Other Reports

A. PTA Report – April 29, 2016 will be the Annual Basket Auction

B. Committee Reports

- Camden County Educational Services Commission – No Report
- NJSBA Report – Discussion of approved resolutions
- Black Horse Pike Regional School District – No Report
- Negotiations – Meeting after the holidays
- Planning and Zoning – No Report
- Ad Hoc – Meeting after the holidays

New Business

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

1. Facility Use

FACILITY	USER	PURPOSE	DATE	TIME
Mary Volz All Purpose Room	Mary Volz Student Council Ms. Christine Duffield	Student Council Dance	1/22/16 Snow Ball Dance 4/15/16 End of Year Dance	6:30 pm to 8:30 pm

2. Field Trips

LOCATION	PURPOSE	DATE	STUDENTS	ADVISOR	TRANSPORTATION
Deptford 8 Movie Theater Deptford, NJ	View Movie: Mockingjay	12-22-15	Eighth Grade	Jacqueline DeFeo Lorraine Sirolli	First Student Transportation 2 busses @ \$75.00 ea. = \$150.00
Camden County Technical Schools	School and program visitation	1-13-16	Eighth Grade	Nancy Bada	Provided by Camden County Technical Schools
Camden County College	College tour and meeting with staff	3-3-16	Men & Women of Distinction	Jacqueline DeFeo Scott Marakovits	T & L Transportation 1 bus @ \$213.75
Philadelphia Zoo	Observing wildlife	4-12-16	Second Grade Bingham and	Mary Moore Diane Bergman	T & L Transportation 3 busses @ \$330.00 ea. = \$990.00

			Downing	Janet Toomey Mary Helder-Zimmerman Marissa Burpulis	
Adventure Aquarium	Habitats 4D movie	4-20-16	First Grade Bingham and Downing	Barbara Fanz	T & L Transportation 3 busses @ \$247.50 ea. = \$742.50
Camp Ockanickon	Team building Nature hike	4-26-16	Third Grade Bingham and Downing	Mary Moore Kevin Michell Laura Seckinger Kaitlin Taraschi Jaime Dutkin Lindsey LoMonaco Robin Clark	T & L Transportation 3 busses @ \$258.75 ea. = \$776.25
Ronald McDonald House	Volunteering for Charity House	4-26-16	Men & Women of Distinction	Jacqueline DeFeo Scott Marakovits	Holcomb Bus Company 1 bus @ \$200.00
Hershey Park	Math Day at Hershey Park	4-29-16	Seventh Grade	Kayleigh Root Linda Schreiber	Holcomb Bus Company 2 busses @ \$565.00 ea. = \$1,130.00
Storybook Land	Nursery Rhymes	5-10-16	Kindergarten Bingham and Downing	Barbara Fanz	T & L Transportation 3 busses @ \$300.00 ea. = \$900.00
Cape May Zoo	Observing wildlife	5-17-16	Fifth Grade	Shannon House Michael Ralston	T & L Transportation 2 busses @ \$300.00 = \$600.00
Medieval Times	Dinner and Tournament	5-19-16	Sixth Grade	Carrie Ems	Holcomb Bus Company 2 busses @ \$450.00 = \$900.00
New Jersey State Museum	Museum Tour and Planetarium	5-19-16	Fourth Grade	Melissa Lukacsy	T & L Transportation 2 busses @ 258.75 ea. = \$517.50
Larc School	Volunteering with disabled students	5-20-16	Men and Women of Distinction	Jacqueline DeFeo Scott Marakovits	McGough Bus Company 1 bus @ \$200.00
Toms River High School and Six Flags Great Adventure	Trills and Thrills Competition and Park Day	5-20-16	Volz Band and Chorus	Melissa Maatje	Holcomb Bus Company 2 busses @ \$600.00 ea. = \$1,200.00
Six Flags Great Adventure	Connect to concepts taught in Math and Science	6-9-16	Eighth Grade	Stephen Pili	Holcomb Bus Company 3 busses @ \$480.00 ea. = \$1,440.00

3. Contract with Gloucester Township School District for the Runnemede Board of Education to provide transportation services for SID# 5427746822 for the 2015-2016 school year.
4. All Occasions Transport Service to provide transportation for SID#2810282421 at a rate of \$85.00 per day for the 2015-2016 school year.

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

* Maria Panzarella stepped out of the meeting during this vote.

B. PERSONNEL – A motion was made by Charles Buchheim and seconded by Naomi Davidson to approve the following on the recommendation of the Superintendent:

1. Correction for Salary for Long –Term Substitute Gina DiDomenic from *Bachelors step 2* \$49,645.00 pro-rated to *Masters step 2* \$51,645 pro-rated

2. Lindsey Folsom as Instructional Aide at Bingham School from January 4, 2015 to June 30, 2016 at \$16,400.00 pro-rated.
3. Romona Sparano as Substitute Playground Aide and Custodian Substitute (Pending paperwork)
4. Mary Siravo as Long-term Substitute for \$49,645.00, step 2 (pro-rated) from January 4, 2016 to February 12, 2016.
5. Accept with regrets the resignation of Christa Moore, Nurse at Bingham School, effective February 9, 2016
Mrs. Spaulding and Mrs. Yezzi wished Mrs. Moore the best of luck and thanked her for all she has done.
6. Extend Maternity leave for Employee #420 to return September 1, 2016

ROLL CALL VOTE: 8 Yes 0 No 0 Abstain 1 Absent

C. FINANCE – A motion was made by Charles Buchheim 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 – *November*
Cash Report – *November*
Receipt Report – *November*
Treasurer’s Report – *November*
Board Secretary’s Report – *November*
2. Professional Development Workshops

NAME	WORKSHOP/CONFERENCE	DATE(S)/TIME	COST
Amy Farry Maria Panzarella	Camden/Gloucester County Joint SBA Meeting Sponsor: NJSBA Location: Villari’s Lakeside Sicklerville, NJ	12-1-15 6:00 pm - 9:00 pm	0 Mileage
Michelle DiMatties Alice Pollag	Countywide District Homeless Liaison & Registrar Meeting Sponsor: Gloucester Co. Special Services School District Location: Gloucester County Institute of Technology Sewell, NJ	12-4-15 9:00 am - 12:30 pm	0 Mileage
Maria Panzarella	Camden/Gloucester/Salem Tri County Meeting Sponsor: NJSBA Location: Bogey’s, Sewell, NJ	2-1-16 6:00 pm - 9:00 pm	0 Mileage
Maria Panzarella	Camden/Gloucester County Joint SBA Meeting Sponsor: NJSBA Location: Villari’s Lakeside Sicklerville, NJ	5-3-16 6:00 pm - 9:00 pm	0 Mileage

3. Payment of Bills (Bills Lists attached)

ACCOUNT PERIOD/BATCH #	TOTAL AMOUNT
Bills List #1 – Payroll	\$363,414.24
Bills List #2 – Payroll	\$349,738.85
Bills List #3 – A/P Batch #61	\$266,225.18
Bills List #4 – A/P Batch #63	\$117,234.54
Cafeteria – A/P Batch #62	\$15,124.21
Bills List #5 – Batch 80	\$17,771.76
TOTAL	\$1,129,508.78

4. Approve the transfer of funds totaling \$2,400 from Fund 11 to Fund 12 for purchase of a 3D printer for appropriate reporting of fixed assets.
5. Agreement with Gloucester County Special Services School District to provide professional services, Center for Regional Education Support Services-CRESS, for the 2015-2016 school year.
6. Tuition contract with Gloucester Township School District for the Runnemede Board of Education to provide educational services to SID# 5427746822 for the 2015-2016 school year.
7. Tuition contract with Bellmawr Board of Education to provide educational services to SID#2810282421 for the 2015-2016 school year.
8. Tuition contract with Cinnaminson Township Public Schools to provide educational services to SID#9985310713 and SID#2876053479 for the 2015-2016 school year.
9. Approve the 2015 Audit and Corrective Action Plan as attached.

ROLL CALL VOTE: 8 Yes 0 No 0 Abstain 1 Absent

D. CURRICULUM – A motion was made by Angel Beebe and seconded by Naomi Davidson to approve the following on the recommendation of the Superintendent:

1. Kayleigh Root for course approval for EDSU 28546 “*Educational Organizations and Leadership*” (Spring 2016), CURR29580 “*Fundamentals of Curriculum Development*” (May/June 2016)
2. Danel Joyce change of course approval SPED43433”*Education & Psychology of Online Exceptional Learners* (Fall 2015)
3. Kayleigh Root for course approval for CURR 29590 “*Curriculum Evaluation*” (Fall 2016), EDSU 28522 “*Instructional Leadership and Supervision*” (Fall 2016)
4. Practicum placement for Krista McGrail (Shannon House) and Kelli Gallagher (Christian Whipple) January 25, 2016 through May 6, 2016

5. Field Experience placement for Courtney Lamon at Bingham & Downing School, Spring 2016
6. Student #6100472894 for intermittent Homebound Instruction through June 2016
7. Breanna Worrell to work with Rehab Connection Representative (Keara Shute) January to March 2016, as OT Student Teacher
8. Danielle Frasca as Student Teacher with Kim Razavi January 12, 2016 – March 11, 2016 and Sandy Vesey March 14, 2016 – May 3, 2016

ROLL CALL VOTE: 8 Yes 0 No 0 Abstain 1 Absent

E. 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. Policy 2431 Athletic Competition for 1st Reading

ROLL CALL VOTE: 8 Yes 0 No 0 Abstain 1 Absent

Recognition of Citizens and Staff – non-agenda items

Eleanor Kelly asked about the PARCC Results and requested a printed copy of the presentation.

Executive Session - student, personnel, legal, or contractual matters – A motion was made by Charles Buchheim and seconded by Patricia Adair to go into executive session at 7:46 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):

- 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; **(NJSIG and Student Matters)**
- 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;
- Any deliberation of a public body occurring after a public hearing that may result in the imposition of a specific civil penalty upon the responding party or the suspension or loss of a license or permit belonging to the responding party as a result of an act of omission for which the responding party bears responsibility;

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 8:15 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: 8 Yes 0 No 0 Abstain 1 Absent

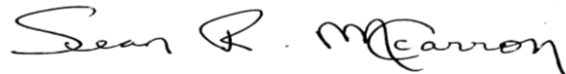
Return to Public Session – A motion was made by Maria Panzarella and seconded by Patricia Adair to return to public session at 8:12 pm.

Board/Committee Meetings

BOE Reorganization Meeting date: January 6, 2016 @ 6:00pm

Adjournment – A motion was made by Charles Buchheim and seconded by Patricia Adair to adjourn the meeting at 8:13 pm. All members present were in favor.

Respectfully Submitted,



Sean R. McCarron, Ed.D.