

**BOARD OF EDUCATION
RUNNEMEDE PUBLIC SCHOOL DISTRICT**

Mary Volz School Library

August 29, 2017

5:00 p.m. Regular Meeting / Board Retreat

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

I. Call Meeting to Order – The meeting was called to order by President Spaulding at 5:07 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.

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

III. Roll Call:	PRESENT	ABSENT
	Angel Beebe	Patricia Adair
	Charles Buchheim	Arlene Anderson
	Naomi Davidson (5:19)	
	Dennis Legoe	
	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

IV. Approval of Minutes - A motion was made by Maria Panzarella and seconded by Angel Beebe to RECOMMEND that the Board of Education approve the minutes of the following meetings:

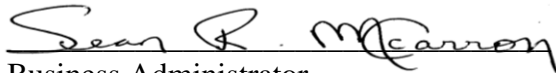
1. Regular Meeting – June 27, 2017
2. Executive Session - June 27, 2017

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

- V. Financial Report – Period Ending July 2017** - A motion was made by Charles Buchheim 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 and July 2017. 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 months of June and July. The Treasurer’s and Secretary’s report are in agreement for the months of June and July 2017.
- 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

August 29, 2017
Date

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

- VI. Presentations – Presentation of Goals for the 2017-2018 School Year – Review of 16-17 goals and 17-18 goals.**

Mr. Iannucci introduced Marisa Burpulis as administrative intern and Mary Siravo as Pre- K 3 teacher. Alex Taliaferro thanked the Board and Administration as he moves onto an administrative role.

***5:19 pm Naomi Davidson enters**

- VII. Correspondence – NJSBA 8th Grade Dialogue 3/21/2018 6 pm- 9 pm**

- VIII. Recognition of Citizens - Public Comments on Agenda Items Only**
Amy Farry, 826 Reed Ave.

- 1. Is there a reason why it’s agenda items only on the front (changing it might encourage community)**
- 2. Under goals not one addressed outside safety**
- 3. Review of policy with staff isn’t on 17-18 goals. Is this already happening?**

IX. Secretary / Curriculum Report – Presentation / Report will continue in September

X. Superintendent’s Report - Presentation / Report will continue in September

XI. Principals’ Reports - Presentation / Report will continue in September

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

SCHOOL	TYPE OF DRILL	DATES	DURATION
BINGHAM	N/A		
DOWNING	N/A		
VOLZ	Fire Drill	July 25, 2017	1 minute 51 seconds

B. Nurses’ Reports

C. Buildings and Grounds Report

D. Special Education Report

XII. Other Reports

A. PTA Report – **Fundraiser Night 9/25/17 @ Panera 5pm – 9pm**
Designer Bingo 10/13/17 @ Volz

B. Committee Reports

- Camden County Educational Services Commission
- NJSBA Report – **Naomi will provide more details in October about convention**
- Black Horse Pike Regional School District
- Negotiations
- **Zoning Board – Charles Buchheim talked about redevelopment of Black Horse Pike**

XIII. Unfinished Business

XIV. Executive Session - student, personnel, legal, or contractual matters - A motion was made by Charles Buchheim and seconded by Naomi Davidson to enter executive session at 7:35 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; **(Student Matter)**
- 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; (**Supt. Eval, New Hires**)

WHEREAS, the length of the Executive Session is undetermined; however, the Runnemed 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 in 30 minutes and the Runnemed Public School District, Board of Education will proceed with business.

NOW, THEREFORE, BE IT RESOLVED, that the Runnemed Public School District, Board of Education will go into Executive Session for only the above stated reasons;

BE IT FURTHER RESOLVED that the Runnemed 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 Runnemed 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 Runnemed 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: 6 Yes 0 No 0 Abstain 2 Absent

Return to Public Session - A motion was made by Maria Panzarella and seconded by Dennis Leggoe to return to open sessions at 8:21 pm.

XV. 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	Runnemed PTA	Executive Board Meetings	*8/14/17, 9/11/17, 10/2/17, 11/2/17, 12/4/17, 1/8/18, 2/5/18, 3/5/18, 4/9/18, 5/7/18, 6/4/18	*6:00 pm – 8:00 pm 7:30 pm – 9:30 pm
Mary Volz Gymnasium	Runnemed PTA	Designer Bag Bingo	10/13/17	5:00 pm set up 6:00 pm – 10:00 pm
Mary Volz All Purpose Room	Runnemed PTA	Candy Bar Bingo	11/08/17	5:30 pm set up 6:30 pm – 8:00 pm
Mary Volz APR and Library	Runnemed PTA	Holiday Night	12/08/17	5:30 pm set up 6:30 pm – 8:30 pm
Mary Volz All Purpose Room	Runnemed PTA	Candy Bar Bingo	1/19/18	5:30 pm set up 6:30 pm – 8:30 pm
Mary Volz All Purpose Room	Runnemed PTA	Daddy/Daughter Dance	2/09/18	5:00 pm set up 6:00 pm – 8:30 pm
Mary Volz All Purpose Room	Runnemed PTA	Kids Bingo	3/08/18	5:30 pm set up 6:30 pm – 8:30 pm
Mary Volz Gymnasium	Runnemed PTA	Annual Basket Auction	4/20/18	4:00 pm set up 6:00 pm – 11:00 pm
Mary Volz All Purpose Room	Runnemed PTA	Mommy/Son Night	5/19/17	5:00 pm set up 6:30 - 8:30 pm

2. Field Trips

Location	Purpose	Date	Students	Advisor	Transportation
Triton High School Runnemede, NJ	8 th Grade Orientation	10/11/17	8 th Grade	Steve Pili	Runnemede School District Bus and 1 Holcomb bus @ \$150

3. McGough Bus Company to transport Field Hockey and Soccer Teams to their away games @ 2:45 pm with an approximate return time of 5:45 pm for the 2017-2018 school year. Fifteen (15) games @ \$475.00 per game = \$7,125.00 total.

ROLL CALL VOTE: 6 Yes 0 No 0 Abstain 2 Absent

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

1. Christina Ayusa to move from Step 4 - B \$51,841.00 to BA+15 \$53,441.00 effective 2017–2018 school year. (Previously approved for \$52,941.00 on June 27, 2017)
2. Cathy Summerfield as Behavior Specialist, Step 11 - M+15 \$69,383.00 effective 2017-2018 school year. (Previously approved for \$69,385.00 on June 27, 2017)
3. Cathy Summerfield three days summer pay \$346.92 per diem.
4. Kristina Perdicaro 5th Grade Inclusion Teacher BA Step 1 \$50,500.00
5. Mary Siravo Pre-K3 Teacher BA+15 Step 2 \$52,185.00
6. Madison Pinto First Grade Teacher, Downing School BA, Step1 \$50,500.00
7. Jennel Wooster as Long-Term Substitute for Physical Education/Health Volz School, BA Step 1 \$50,500.00
8. Nicole Putnick as Long-Term Substitute 4th Grade Special Ed, (Current Salary plus \$100.00 per diem)
9. Jeanette Duffy as Long-Term Substitute 2nd Grade Teacher Downing, (Current Salary plus \$100.00 per diem)
10. Accept the resignation of Alex Taliaferro
11. Kathy Kelly, Jean Abendschein and Linda Ruggerio as Substitutes for Playground/Cafeteria Aide
12. Jill Renaud, Ramona Sporano, Karen Horvat and Patricia Farinella (Pending paperwork) as Substitutes for Playground/Cafeteria Aide and Before/After Care Substitutes.

13. Geraldine Laganella as Before/After Care Substitute

14. Substitute rates for 2017 – 2018 School Year

Substitute Nurse	\$115.00 Day
Substitute Custodian	\$12.00 Hour
Substitute for Lunch Program	\$10.00 Hour
Substitute for Before/After Care Program	\$15.00 Hour
Substitute Bus Driver	\$17.00 Hour

15. All Certified Staff for Homebound Instruction

16. Professional leave of absence for Employee # 717 Beginning September 5, 2017 through December 30, 2017.

17. Christie Ehret as School Treasurer for 2017 – 2018 School Year at \$2,967.00

18. Transfer of Cindy Stone Instructional Aide, from Bingham School to Mary Volz School

19. Evaluation of Superintendent, Mark Iannucci for the 2016 – 2017 School Year

20. Robin Clark to move from Step 17 M, \$89,933.00 + \$250.00 Longevity to Step 17 M +15, \$90,533.00 + \$250.00 Longevity

21. Kristin Callahan, School Counselor, moving from Bingham, Downing, and Volz to Bingham and Downing for 17-18 school year

22. Jen Karaska, Basic Skills Teacher, moving from Bingham, Downing, and Volz to Bingham and Downing for 17-18 school year

23. Lauren Guidotti as Instructional Aide at Bingham School, Step 1, \$16,400.00

ROLL CALL VOTE: 6 Yes 0 No 0 Abstain 2 Absent

C. FINANCE - A motion was made by Naomi Davidson and seconded by Maria Panzarella 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 – June, EOY & July
 Cash Report – June, EOY & July
 Receipt Report – June & July
 Treasurer’s Report – June & July
 Board Secretary’s Report – June, EOY & July

2. Professional Development Workshops

NAME	WORKSHOP/CONFERENCE	DATE(S)/TIME	COST
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Patti Adair & Charles Buchheim	Board President & Vice President Regional Training	August 2, 2017	100.00 + Mileage
Frank Hines Alex Rost	2017 Southern Regional Facilities Evaluation Training	August 9, 2017	0
Michelle DiMatties	35 th Annual Autism Transition Conference	October 19, 2017	275.00 + Mileages

3. Payment of Bills (Bills Lists attached)

ACCOUNT PERIOD/BATCH #	TOTAL AMOUNT
Bills List #1 – Payroll 06/15/17	\$ 463,370.37
Bills List #2 – Payroll 06/30/17	\$ 385,435.75
Bills List #1– Payroll 07/14/17	\$ 93,481.62
Bills List #2 – Payroll 07/28/17	\$ 101,774.40
Bills List #3 – A/P 06/30/17 – Batch #64	\$89,509.27
Bills List #4 – A/P July, 2017 – Batch #63,#65	\$133,607.47
Bills List #5 – A/P 08/29/17 – Batch #66	\$812,629.24
Bills List #6 – July, 2017 – Batch #79, 80	\$11,999.35
Bills List #7 – August, 2017 – Batch 79, 80	\$30,276.86
Cafeteria – 06/30/17 – Batch #60	\$96.17
Cafeteria – 08/29/17 – Batch #61	\$7,295.83
TOTAL	\$2,129,476.33

4. Approve providing transportation to the Black Horse Pike Regional School District -Triton Marching Band on the following dates and to be invoiced as listed:

- 9/9/17 Triton HS to Timber Creek HS -- \$250 (Big Bus)
- 9/16/17 Triton HS to Gateway Reg. HS -- \$260 (Big Bus)
- 9/23/17 Triton HS to Collingswood HS -- \$170 (Big Bus)
- 9/30/17 Triton HS to Pitman HS -- \$290 (Big Bus)
- 10/7/17 Triton HS to Clearview Reg. HS -- \$310 (Big Bus)
- 10/14/17 Triton HS to West Deptford HS -- \$280 (Big Bus)
- 10/15/17 Triton HS to Deptford HS -- \$260 (Big Bus)
- 10/22/17 Triton HS to Washington Twp. HS -- \$290 (Big Bus)

5. Gloucester County Special Services School District – CRESS - ESY 2017-2018 Services Proposal to provide 2.5 hours per day of Educational Interpreter with Sign Language (per student IEP) for SID#7338058655 from July 10, 2017 to August 10, 2017 (Monday-Thursday) – 20 days total for a total of 50 hours @ \$75.00 per hour.

6. Gloucester County Special Services School District – CRESS - 2017-2018 Services Proposal to provide 2 hours per month of Educational Consultation Services (Teacher of the Deaf) for SID#8603896991 from September 7, 2017 to May 31, 2018 – 18 hours @ \$125.00 per hour.

7. Contract with Y.A.L.E. SCHOOL, Inc. to provide educational services (ESY, 17-18 Tuition and 1:1 aide) to SID#6847236573 for the 2017-2018 school year.

8. Agreement with Professional Education Services, Inc. (P.E.S.I.) to provide home instruction services to students attending or enrolled at Princeton House Behavioral Health Systems during the 2017-2018 school year.

9. Camden's Promise Charter School Tuition for the 2016-2017 school year (144 days) for SID#8802942511 and SID#4102880662.
10. Approve contract with Cumberland Therapy Services, LLC for Paraprofessional services through the 2017-2018 school year @ \$30/hour.
11. Approve the following Federally Funded Salaries for the 2017-2018 school year:
- ESEA Title 1A – Acct #20-231-100-101-AD
Barbara Fanz 50% of 17-18 Salary = \$45,610
Mary Moore 50% of 17-18 Salary = \$34,392
- ESEA Title IIA – Acct #20-272-223-300-AD
Stephen Bonora 25% of 17-18 Salary = \$17,346.
12. Leap Academy University tuition for SID#1603890690 and SID#4175794761 for 2017-2018 school year.
13. Acknowledge Memorandum of Understanding for SEMI (Special Education Medicaid Initiative), originally BOE approved March 2013, allowing us to continue participation in this state-wide program initiative.
14. Accept increase in state aid school funding in the amount of \$117,105. This additional money will be used to support the 2017-2018 school budget.
15. Approve revised cafe prices for 2017-2018 school year:
- Breakfast \$ 1.50
 - Lunch \$ 2.85
- Revision based on state mandated pricing tool
16. Approve the 2017-18 ESEA Title IA and Title IIA and IDEA Basic and PK applications as submitted and approved by the NJDOE in the following amounts:
- IDEA Basic Public \$218,480 NonPublic \$37,714 Total \$256,194
 - IDEA Pre-K Public \$ 12,054 NonPublic \$ 0 Total \$ 12,054
 - ESEA Title I-A Public \$164,632 NonPublic \$5,971 Total \$170,603
 - ESEA Title II-A Public \$ 19,027 NonPublic \$3,573 Total \$ 22,600
 - ESEA Title III Public \$ 3,722 NonPublic \$ 0 Total \$ 3,722
 - ESEA Title IV-A Public \$ 8,419 NonPublic \$1,581 Total \$ 10,000
- 17. Approve all Board of Education members to attend County and State Meetings that are no cost to the district (mileage only).**

ROLL CALL VOTE: 6 Yes 0 No 0 Abstain 2 Absent

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

1. Course approval for Scott Marakovits – SEM661 “*Doctoral Seminar II*” Fall 2017
2. Course approval for Steve Bonora – CUR/506 “*Theories and Best Practice of Curriculum & Instruction*” Summer 2017
3. Kayleigh Root for Administrative Practicum with Steve Pili/Phil Silva as mentors
4. Approve Curriculum Guides for the 2017-2018 School Year – posted and available on the district website.

ROLL CALL VOTE: 6 Yes 0 No 0 Abstain 2 Absent

A. 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. Policies/Regulations for Second Reading:
 - P & R 1240 Evaluation of Superintendent (M) (Revised)
 - P1511 Board of Education Website Accessibility (New)
 - P & R 3126 District Mentoring Program (Revised)
 - P & R 3221 Evaluation of Teachers (M) (Revised)
 - P & R 3222 Evaluation of Teaching Staff Members, Excluding Teachers and Administrators (M) (Revised)
 - P & R 3223 Evaluation of Administrators, Excluding Principals, Vice Principals and Assistant Principals (M) (Revised)
 - P & R 3224 Evaluation of Principals, Vice Principals and Assistant Principals (M) (Revised)
 - P & R 3240 Professional Development for Teachers and School Leaders (M) (Revised)
 - P & R 5610 Suspension (M) (Revised)
 - P 5620 Expulsion (M) (Revised)
 - P & R 7424 Bed Bugs (New)
 - P 7461 District Sustainability (New)
 - P8505 Local Wellness Policy/Nutrient Standards for Meals and Other Foods (M) (Revised)
 - P8550 Unpaid Meal Charges/Outstanding Food Service Charges (M) (Revised)

2. Bingham & Downing School fundraiser selling “Spirit Wear & Magnets”

ROLL CALL VOTE : 6 Yes 0 No 0 Abstain 2 Absent

XVI. Recognition of Citizens and Staff – non-agenda items

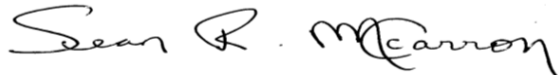
Debbie Dockery suggested for future board meetings to move executive session to the front of the meeting.

XVII. Board/Committee Meetings

Reminder: Next regular BOE meeting date: September 19, 2017

XVIII. Adjournment - A motion was made by Patricia Adair and seconded by Maria Panzarella to adjourn the meeting at 8:42 pm.

Respectfully Submitted

A handwritten signature in black ink that reads "Sean R. McCarron". The signature is written in a cursive style with a large, stylized initial 'S'.

Sean R. McCarron, Ed.D.