

**BOARD OF EDUCATION
RUNNEMEDE PUBLIC SCHOOL DISTRICT**

Mary Volz School Library
September 19, 2017

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

I. 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.

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

III. Roll Call:	PRESENT	ABSENT
	Patricia Adair	Arlene Anderson
	Angel Beebe (7:15)	
	Charles Buchheim	
	Naomi Davidson	
	Dennis Legoe	
	Daniel Murray	
	Maria Panzarella	
	Samantha Spaulding	

Also Present:

Mark Iannucci, Superintendent
Sean McCarron, Business Administrator / Supervisor of Curriculum & Instruction
Jade Yezzi, Principal – Bingham/Downing Schools
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 Charles Buchheim and seconded by Maria Panzarella to RECOMMEND that the Board of Education approve the minutes of the following meetings:

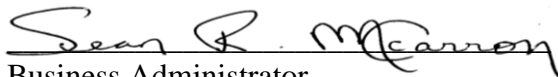
1. Regular Meeting – August 29, 2017
2. Executive Session - August 29, 2017

ROLL CALL VOTE: 5 Yes 0 No 1 Abstain 2 Absent

V. Financial Report – Period Ending August 2017 - A motion was made by Maria Panzarella 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 August. 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 August. The Treasurer’s and Secretary’s report are in agreement for the month of August 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

September 19, 2017
Date

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

VI. Presentations – *Volz Girls Soccer Team* - Mr. Silva introduced soccer team with Coach Ordile and Coach Ambrose. Girls invited board members to Green Acres @ 4 pm on 9/20/17.

Board Member Interviews for Vacant Position –

1. **Daniel Murray** – Runnemede Graduate, RYAA, Firehouse, Police Officer (Jr. Police Academy). Maria Panzarella asks “are you able to be committed to this position”. DM responds “I am available and will be committed” MP asks “any personal agenda”. DM responds “no”. Naomi Davidson asks “Are you able to participate in trainings?” DM responds “absolutely”. Samantha Spaulding asks “any conflict of interest with position and the superintendent”. DM responds “no conflict”.

2. **Charles Hummel** – Child in 6th grade, spouse is a teacher in district, no hidden agenda but would like to participate in conversation, open to training and no conflict with schedule. Naomi Davidson asks “NJSBA requires security check. Are you ok with that?” CH responds “absolutely”.
3. **Barbara Sams** – Gone to Runnemede schools, children in Runnemede schools, RYAA, Coached, Scouts, open to training. Charles Buchheim asks “What’s your background?” BS responds “Administration in Burlington, I work 9am to 5pm.

VII. Correspondence - None

VIII. Recognition of Citizens - Public Comments on Agenda Items Only

IX. Secretary / Curriculum Report – Dr. McCarron discussed procurement review, ROD grants, NJSBA workshop. (Angel Beebe asked where we are with data and assessment and how we are assessing growth).

X. Superintendent’s Report – Mark Iannucci stated enrollment is at a higher level, supports are in place when needed, out of district is reduced this year, thanked staff for opening day activities and back to school nights were well attended. (Maria Panzarella stated what a great job that Frank Hines did with the back to school BBQ). He also discussed new communication with signs, text, email and phone calls through Real Time. Mr. Iannucci also spoke about the community build on 10/7/17 and illusionist, Tom Coverly, will be presenting on Friday, November 17, 2017. He spoke about professional development with Barbara Epstein using the book Trombone Shorty which is about community service.

XI. Principals’ Reports

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

SCHOOL	TYPE OF DRILL	DATES	DURATION
BINGHAM			
DOWNING			
VOLZ			

- B. Nurses’ Reports
- C. Buildings and Grounds Report
- D. Special Education Report

XII. Other Reports

A. PTA Report

B. Committee Reports

- Camden County Educational Services Commission – Charles Buchheim stated that progress is being made.

- NJSBA Report – Charles Buchheim will need to delegate first meeting in November. Naomi Davidson stated that the NJSBA Convention will be paperless this year.
- Black Horse Pike Regional School District
- Negotiations
- Zoning Board – Charles Buchheim stated that an outside firm was hired to evaluate the Black Horse Pike.

XIII. Executive Session - student, personnel, legal, or contractual matters - A motion was made by Maria Panzarella and seconded by Patricia Adair to enter executive session at 7:53 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 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; **(VACANT Board Position)**

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 in 30 minutes 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 1 Absent

Return to Public Session - A motion was made by Maria Panzarella and seconded by Naomi Davidson to return to open sessions at 8:14 pm. (Mrs. Spaulding thanked all 3 candidates for coming out and asked everyone to please continue supporting the board)

- XIV. Selection of Board Candidate** - A motion was made by Maria Panzarella and seconded by Patricia Adair to appoint Daniel Murray to fill the remaining part of current term on the Runnemede Board of Education.

ROLL CALL VOTE: 7 Yes 0 No 0 Abstain 1 Absent

- XV. Administer the Oath of Office to Selected Candidate** (*Dr. McCarron*).
New Board Member will take seat at the table, and the meeting will continue.

XVI. Unfinished Business

- XVII. New Business** – Maria Panzarella asked that we move to remove Arlene Anderson from the board. Samantha Spaulding explained that she and Mr. Iannucci will inform her.

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

1. Facility Use

FACILITY	USER	PURPOSE	DATE	TIME
Volz Gymnasium	Honor Society Ms. Kayleigh Root	Honor Society Induction Ceremony	10/4/17	7pm - 8pm
Volz APR	4 th & 5 th grade Ms. Kayleigh Root	Student of the Month breakfast	12/06/17 02/07/18 04/11/18 06/06/18	7:45am- 9:30am
Volz Music Room (D6), and Stage (APR)	Volz Chorus & Band	Morning & Afternoon Rehearsal	Tuesdays - Fridays Mondays -Thursdays	7am-7:45am 2:15pm – 3pm

2. Field Trips

Location	Purpose	Date	Students	Advisor	Transportation
Phily Diner Runnemede, NJ	Student of the month luncheon	12/06/17 02/07/18 04/11/18 06/06/18	6 th , 7 th , 8 th Grade	Mindy Martinez	Runnemede School District Bus will transport students to diner and back to school.
Camden County Technical School Sicklerville, NJ	School and Program Visitation	11/15/17	8 th Grade	Lauren Eaton	Provided by Camden County Technical Schools
Johnson's Corner Farm Medford, NJ	Pumpkin Picking	10/19/17	Preschoolers	Samantha Eib	McGough Bus Company 2 buses @ \$325 = \$650 and Runnemede's big bus
Broadway Theater of Pitman Pitman, NJ	Theater Play	12/13/17	Preschoolers	Samantha Eib	McGough Bus Company 2 buses @ \$250 = \$500 and Runnemede's big bus

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

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

1. Madison Pinto will be Co-facilitator for the Fitness Club at Downing School
2. Charlene Wagoner as Substitute Lunch Aide and Substitute for Before and After Care
3. Samantha Eib for salary Advance from BA Step 3, \$51,620.00 to BA +15 Step 3, \$52,720.00
4. Patricia Shappell as a Substitute Lunch Aide (pending paperwork)
5. Judith Leming as a Substitute Lunch Aide
6. **Victoria Kelly as a Instructional Aide Step1, \$16,400.00 (pending paperwork)**

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

C. FINANCE - A motion was made by Charles Buchheim and seconded by Patricia Adair 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 – August
Cash Report – August
Receipt Report – August
Treasurer’s Report – August
Board Secretary’s Report - August

2. Professional Development Workshops

NAME	WORKSHOP/CONFERENCE	DATE(S)/TIME	COST
Alex Rost	Management Supervision and Human Resources	Sept. 9, 16, 23, 30 Oct. 14, 21	\$894.00
Michelle DiMatties	McKinney Vento Homeless Education	October 4, 2017 9:00-12:00	N/A mileage
Michelle DiMatties	35 th Annual Autism Conference	October 19, 2017	\$275.00 mileage
Gladys Hubbard	Legally Compliant IEP’s	October 17, 2017 9:00-3:00	\$150.00 mileage
Gladys Hubbard	The Special Services Director’s Toolkit	November 3, 2017 9:00-3:00	\$149.00 mileage
Steve Pili	Hot Issues in School Law	October 13, 2017 10:00-1:00	\$75.00 mileage
Steve Pili	Beyond Gender Identity and Sexual Orientation: New Language, Labels, and Liability	October 25, 2017 9:00-3:00	\$150.00 mileage
Jade Yezzi	Special Education Law from	December 6 th & 7th	\$575.00

	A to Z, Cherry Hill, NJ		mileage
Patricia Adair	New Jersey School Boards	10/23/17	\$1,500.00
Arlene Anderson	Association 2017 Conference	10/24/17	(Group Rate)
Angelina Beebe	Sponsor: NJSBA	10/25/17	Mileage
Charles Buchheim	Location: Atlantic City	10/26/17	
Naomi Davidson	Convention Center		Hotel per
Mark Iannucci	Atlantic City, NJ		state
Dennis Leggoe			approved rate
Sean McCarron			
Maria Panzarella			
Samantha Spaulding			
Daniel Murray			
*Stephen Bonora		*1 Day	

3. Payment of Bills (Bills Lists attached)

ACCOUNT PERIOD/BATCH #	TOTAL AMOUNT
Bills List #1 – Payroll 08/15/2017	\$126,299.82
Bills List #2 – Payroll 08/30/2017	\$106,099.42
Bills List #3 – A/P Batch #63	\$734,294.36
Bills List #4 –	\$
Bills List #5 – Sept. 2017 Batch 79,80	\$ 31.79
Cafeteria – A/P Batch #60	\$5,528.30
TOTAL	\$972,253.69

4. Contract with the State of New Jersey, Department of Human Services, Commission for the Blind and Visually Impaired, to provide educational services during the 2017-2018 school year.
5. Approve contract with Peak Center for Autism to provide consulting services in the area of Applied Behavior Analysis. Consultant assigned to the district will be a certified BCBA Specialist.
6. Contract with Brett DiNovi & Associates, LLC to provide a clinical associate and behavioral consultant to SID#1290567618.
7. **RESOLVED** to acknowledge 2017 – 2018 as the 3rd year of a 5 year cooperative pricing agreement as part of the Garden State Co-Op for the purchase of goods and services for food service for the 2015 – 2016 school year through the 2019 – 2020 school year and;

FURTHER RESOLVED that the Atlantic County Special Services School District (ACSSSD) be the lead agency and represent the Co-Op for bidding purposes during this 5 year agreement.

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

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

1. Marisa Burpulis will be mentored by Mrs. Yezzi & Dr. McCarron for the NJ Excel Program for the 2017 – 2018 School Year
 2. Kaitlyn Karpowicz for fifteen hours of Field Experience with Kayleigh Root
 3. Bookmates will support students at Bingham & Downing Schools throughout the 17 – 18 school year. All Bookmates will have a background check and specific names will be on file at each building.
 4. Cheryl Fisher as a mentor for Kristina Perdicaro
- 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. Accept donation from Donors Choose
Ms. Mazzone’s classroom
\$420.00 – Wobble Stools
\$150.00 – Every child is an Artist
2. Mrs. Dutkin’s classroom
\$355.00 – Captivating the Creative Child
3. Accept a Grant from The Pet Care Trust \$75.00 for Ms. Lee-Anne Michell’s classroom
4. Approve the NJDOE School Self Assessment for submission under the Anti-Bullying Bill of Rights Act. This will be submitted for all 3 schools (Bingham, Downing and Volz)
5. Approve the Mentoring Plan and Statement of Assurance for the 2017- 2018 school year in accordance with the NJAC 6A:9-8.4
6. Approve the HIB Report as submitted by the HIB Coordinator
7. **Monthly fundraiser for staff to benefit “*Trombone Shorty Foundation*” which supports poor, gifted musicians in schools. (New Orleans) Curriculum connection K-8 theme “*Everyone needs a helping hand to achieve success or ambition in life.*”**
8. **Hurricane Relief Community Service Project to bring relevance and the world into the classroom. Advisory project with Mrs. Schrieber & Mrs. Epstein co-teaching. Collection of used and outdated books for schools in Houston and Florida.**

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

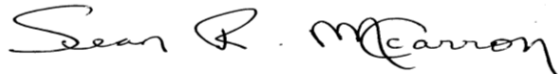
XVIII. Recognition of Citizens and Staff – non-agenda items

XIX. Board/Committee Meetings

Reminder: Next regular BOE meeting date: October 17, 2017

XX. Adjournment - A motion was made by Patricia Adair and seconded by Dennis Leggoe to adjourn the meeting at 8:25 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 "S" and "M".

Sean R. McCarron, Ed.D.