

**BOARD OF EDUCATION
RUNNEMEDE PUBLIC SCHOOL DISTRICT**

Mary Volz School Library
October 17, 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 7:03 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 (resigned)
	Angel Beebe	
	Charles Buchheim	
	Naomi Davidson	
	Dennis Leggoe	
	Daniel Murray	
	Maria Panzarella (left @ 7:15pm)	
	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 Patricia Adair and seconded by Maria Panzarella to RECOMMEND that the Board of Education approve the minutes of the following meetings:

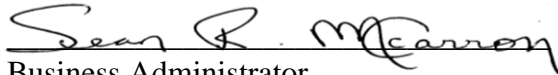
1. Regular Meeting – September 19, 2017
2. Executive Session Meeting – September 19, 2017

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

V. Financial Report – Period Ending September 2017 - 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 *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*. The Treasurer’s and Secretary’s report are in agreement for the month of *September 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

October 17, 2017
Date

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

VI. Presentations – Green Team Presentation – Mr. Pili introduced member of the green team (Linda Schreiber and Diane Toriero) who reviewed the complexities of the grant.
Downing Presentation – Mr. Iannucci introduced Ms. Michell, Downing, who discussed their class pet (bunny) Carmela. Three students read facts about bunnies they made in class.

VII. Correspondence – President Spaulding announced resignation of Arlene Anderson, BOE member. Packet was distributed regarding NJSBA Convention.

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

Maria Panzarella left @ 7:15am.

IX. Secretary / Curriculum Report – Dr. McCarron discussed professional development, state testing and audit.

X. Superintendent’s Report – Mr. Iannucci discussed observations, community build and ceremony, and special education night working with students with ADHD (information to come).

XI. Principals’ Reports

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

SCHOOL	TYPE OF DRILL	DATES	DURATION
BINGHAM	Fire Drill	September 15 th	3 minutes
	Fire Drill	September 27 th	3 minutes
	Bus Evacuation	September 25 th	2 minutes
DOWNING	Fire Drill	September 11 th	2.5 minutes
	Fire Drill	September 27 th	2 minutes
	Bus Evacuation	September 28 th	1.5 minutes
Volz	Fire Drill	September 12 th	3 minutes 1 seconds
	Evacuation	September 20 th	3 minutes 8 seconds
	Bus Evacuation Route 2	September 22 nd	46 seconds
	Bus Evacuation Route 1	September 22 nd	2 minutes
	Bus Evacuation Route 3	September 25 th	50 seconds

B. Nurses’ Reports

C. Buildings and Grounds Report

D. Special Education Report

XII. Other Reports

A. PTA Report – Amy Farry discussed the \$25 coupon book

B. Committee Reports – Policy & PR committee report will go out next week

- Camden County Educational Services Commission – no report (Charles Buchheim)
- NJSBA Report – Mr. Buchheim stated that Naomi will be taking his place.
- Black Horse Pike Regional School District
- Negotiations – no report (Angel Beebe)
- Zoning – Mr. Buchheim discussed that Black Horse Pike consulting firm will do public presentations. They will not use eminent domain.

XIII. Unfinished Business

XIV. 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	Child Study Team	Special Education Parent Advisory Council	10/26/17	6 pm – 7 pm
Mary Volz APR	Student Council	Halloween Dance	10/27/17	6:30pm – 8 pm
Triton Parking Lot	Runnemedede PTA	Trunk or Treat	10/28/17	6 pm – 10 pm
Mary Volz Gym	Student Council	Turkey Trot	11/22/17	9 am – 12:15pm
Mary Volz All Purpose Room	Student Council	Winter Snow Ball Dance	2/15/18	6:30 pm – 8:00 pm
Mary Volz All Purpose Room	Sean McCarron NJSBA	8 th Grade Dialogue	3/21/18	6:00 pm – 9:00 pm
Mary Volz All Purpose Room	Student Council	End of the Year Dance	4/13/18	6:30 pm – 8:00 pm

2. Field Trips

Location	Purpose	Date	Students	Advisor	Transportation
Target Deptford, NJ	Practice looking for items and waiting in line	11/21/17	Bingham MD Students	Julie Michell	Runnemedede Little Bus
B.B. Kings/Gershwin Theatre New York, NY	Lunch/Seeing the Musical “Wicked”	5/2/18	Band/Chorus	Melissa Maatje	Holcomb Bus Company 1 Bus @ \$875.00

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

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

1. Resignation of Debra Broe, Instructional Aide at Volz School, as of October 9, 2017
2. Lisa Birch as a Substitute Cafeteria/Playground Aide and Before/After Care Substitute
3. Resignation of Linda Schreiber for Advisor of 7th & 8th Grade Battle of Books
4. Michael Ralston as Advisor of 7th & 8th Grade Battle of Books
5. Approve the “12 Paid Holidays” for Custodial Staff

July 4, 2017	INDEPENDENCE DAY	TUESDAY
Sept. 4, 2017	LABOR DAY	MONDAY
Oct. 9, 2017	COLUMBUS DAY	MONDAY
Nov. 23, 2017	THANKSGIVING HOLIDAY	THURSDAY
Nov. 24, 2017	THANKSGIVING HOLIDAY	FRIDAY
Dec. 25, 2017	WINTER BREAK	MONDAY
Jan. 1, 2018	NEW YEARS DAY	MONDAY
Jan. 15, 2018	MLK DAY	MONDAY
Feb. 19, 2018	PRESIDENT'S DAY	MONDAY
March 30, 2018	SPRING BREAK	FRIDAY

April 6, 2018	SPRING BREAK	FRIDAY
May 28, 2018	MEMORIAL DAY	MONDAY

6. Employee #691 for Intermittent FMLA from October 2, 2017 through June 30, 2018

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

- C. **FINANCE** - A motion was made by Naomi Davidson 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 – 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
Madison Pinto	Wilson Reading	Sept. 26 th – 28 th	\$599.00 + Mileage
Lauren Eaton	School Counselors Conference	Oct. 6 th	N/A Mileage
Shaena McCoy	Practical Strategies to Address the Challenges of Today’s School Nurse	Nov. 29th	\$259.00 +Mileage
Patricia Wilson	NJSBA Conference 2017	Oct. 24 th & 25 th	No Cost to District
Jade Yezzi Gladys Hubbard Phil Silva Steve Pili (Mr. Buchheim said he is happy to see administration going)	NJSBA Conference 2017	10/24 Silva 10/25 – Yezzi & Hubbard 10/26 – Pili	N/A + Mileage
Carrie Ems, Angela Torres, Michael Ralston, Lorraine Sirolli, Barb Epstein & Kristina Perdicaro	SPIRE Workshop	Oct. 25 th	\$210.00 each +Mileage
Michelle DiMatties	NJ Dept. Children & Families Overview/Update with Juvenile Justice	Oct. 26 th	NA Mileage
Stephen Bonora, Christine Vonderstuck	Presenting: Digital Learning Summit	Nov. 1 st	N/A Mileage
Michelle DiMatties	TLC Networking Conference	Oct. 17 th , Dec. 5 th , Feb. 2 nd , April 13 th May 15 th	N/A Mileage

3. Payment of Bills (Bills Lists attached)

ACCOUNT PERIOD/BATCH #	TOTAL AMOUNT
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Bills List #1 – Payroll 09/15/17	\$ 372,722.91
Bills List #2 – Payroll 09/29/17	\$ 381,300.22
Bills List #3 – A/P Batch #63	\$467,903.37
Bills List #4 –	\$
Bills List #5 – Batch #79	\$118.53
Cafeteria – A/P Batch #60, #61	\$15,975.09
TOTAL	\$1,238,020.12

4. Approve ESEA Service Contract with Camden County Educational Services Commission (CCESC) to provide services to nonpublic students attending St. Teresa School in Runnemede for the 2017-2018 school year. Services as follows:
 - Teacher, pro-rated portion of One (1) day per week @ \$11,125
5. Approve IDEA Service Contract with Camden County Educational Services Commission (CCESC) to provide services to nonpublic students attending St. Teresa School in Runnemede for the 2017-2018 school year. Services as follows:
 - IDEA Instructional Assistant, Five (5) days per week @ \$29,340
 - IDEA Teacher, pro-rated portion of One (1) day per week \$ @ \$4,787
 - OT/PT not to exceed \$3,587
6. Runnemede Board of Education Resolution for Submission of the Comprehensive Maintenance Plan For Years 16-17, 17-18, 18-19.
7. Approve joint transportation contract with the Gloucester City School District to transport one student, McKinney Vento status, beginning October 10 until further notice or the end of school in June. Gloucester City will pay the district \$285 per diem for transportation services.
8. Approve the Corrective Action Plan for the 2015-16 School Food Service Procurement Audit.
9. Accept the approved final reports for NCLB Title I and Title IIA in the following amounts:
 - NCLB Title I Public \$201,384 NonPublic \$ 5,357 TOTAL \$206,741
 - NCLB Title IIA Public \$ 37,109 NonPublic \$ 6,216 TOTAL \$ 43,325
10. Contract with Kennedy University Hospital to examine and treat our students who are suspected of substance abuse for the 2017-2018 school year.
11. Contract with Deptford Township Board of Education for tuition for 2 students (SID #'s 8320306584 and 3803765518) residing in Deptford, under McKinney/Vento for the 2017/2018 school year at a cost to the district of \$19,005 Total.
12. Contract with Epic Health Services for nursing services for 1 student (SID # 7443059652) attending Archbishop Damiano for the 2017/2018 school year at an estimated cost of \$40,000.

ROLL CALL VOTE: 7 Yes 0 No 0 Abstain 1 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. Republic Bank will be coming in to do their Banking Literacy Program with 4th Grade Students
2. Lindsey Lecy (Graduate Student) to observe Kari Passarella Oct. 2, 2017 – November 17, 2017 using Charlotte Danielson’s Frameworks for Teaching Model, 2013
3. Lauren Legler for Field Experience 5 weeks with Cheryl Fisher and 5 weeks with Kristin Ambrose (10 visits total) Sept. 14th – Nov. 16th
4. Course Approval for Scott Marakovits “#LIT600 Strengthening Literacy” Fall 2017
5. Approve the following Practicum Placements January 2nd to January 12th
 - a. Andrew Husenica – Christine Duffield
 - b. Caitlyn Counts – Jackie DeFeo
 - c. David Chorzelewski – Karen Engelhart

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

A. POLICIES/PUBLIC RELATIONS - A motion was made by Patricia Adair and seconded by Naomi Davidson to approve the following on the recommendation of the Superintendent:

1. HIB Report as submitted by the HIB Coordinator
2. **Fundraiser – “Runnemedes Goes Pink”- 10/27/17**

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

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

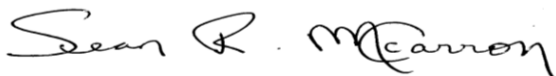
XVI. Executive Session - student, personnel, legal, or contractual matters - Not At This Time

XVII. Board/Committee Meetings

Reminder: Next regular BOE meeting date: November 21, 2017

XVIII. Adjournment - A motion was made by Patricia Adair and seconded by Naomi Davidson to adjourn the meeting at 7:40 pm

Respectfully Submitted



Sean R. McCarron, Ed.D.