

**BOARD OF EDUCATION
RUNNEMEDE PUBLIC SCHOOL DISTRICT**

Mary Volz School Library

January 9, 2018

6:30 Reorganization Meeting, Regular Meeting to Immediately Follow

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 6:33 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. Election Results from November 7, 2017 – Certified

Local BOE – Runnemede Boro (6) 6/6 – 100.00%

Dennis Leggoe	708 votes
Angel Beebe	755 votes
Daniel Murray	38 votes

*Unexpired Term went to Daniel Murray also with 61 votes. This was declined by Mr. Murray who accepted the 3 year terms and the 1 year vacancy was filled by Barbara Sams for a 1 year term.

IV. Administer the Oath of Office

I, (state your name), do solemnly swear that I will support the constitution of the United States and the Constitution of the State of New Jersey, and that I will bear true faith and allegiance to the same and to the Governments established in the United States and this State, under the authority of the people. So help me God.

I, (state your name), do solemnly swear that I possess the qualifications prescribed by law for the office of member of a board of education, that I am not disqualified as a voter pursuant to NJSA 19:4-1 and that I will faithfully, impartially and justly perform all the duties of that office according to the best of my ability. So help me God.

Sworn before me this 9th day of January, 2018

V. Roll Call: PRESENT
 Patricia Adair
 Angel Beebe
 Charles Buchheim
 Naomi Davidson
 Dennis Leggoe
 Daniel Murray
 Maria Panzarella
 Barbara Sams
 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

VI. Code of Ethics

In accordance with NJSA 18A:12-24.1, every Board member will review and abide by the Code of Ethics as provided by the New Jersey School Boards Association. This statement will be read aloud by Dr. McCarron to the entire Board of Education.

VII. Nomination and Election of Board Officers

- A. On a motion by Maria Panzarella, seconded by Daniel Murray, Samantha Spaulding is nominated for President of the Board of Education.
- B. On a motion by Charles Buchheim, seconded by Patricia Adair, a request was made to close nominations for President.
- C. On a motion by Maria Panzarella, seconded by Angel Beebe, approval is made of Samantha Spaulding for the Office of Board President.

ROLL CALL VOTE: 9 Yes 0 No 0 Abstain 0 Absent

The Board meeting is officially turned over to the Board President.

- A. On a motion by Patricia Adair, seconded by Dennis Leggoe, Charles Buchheim is nominated for Vice-President of the Board of Education.
- B. On a motion by Angel Beebe, seconded by Daniel Murray a request was made to close nominations for Vice-President.
- C. On a motion by Patricia Adair, seconded by Angel Beebe, approval is made of Charles Buchheim for the Office of Vice-President.

ROLL CALL VOTE: 9 Yes 0 No 0 Abstain 0 Absent

VIII. Reorganization Business

- A. On a motion of Patricia Adair, seconded by Dennis Leggoe, approval is made of the Board Meeting Schedule for the remainder of 2017-2018 school year and through December 2018. Meetings will be held the third Tuesday of each month at 7:00 p.m. in the Mary Volz Library unless specified.

ROLL CALL VOTE: 9 Yes 0 No 0 Abstain 0 Absent

- B. On a motion by Maria Panzarella, seconded by Patricia Adair, approval was made for the appointments of Board Members as representatives to:

New Jersey School Boards Association – Samantha Spaulding
Camden County School Boards Association – Naomi Davidson
Camden County Educational Services Commission – Charles Buchheim

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

1. Regular Meeting – December 19, 2017

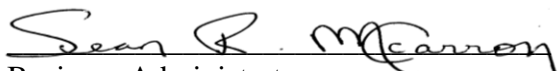
ROLL CALL VOTE: 9 Yes 0 No 0 Abstain 0 Absent

X. Financial Report – Period Ending December 2017 - A motion was made by Charles Buchheim and seconded by Naomi Davidson to RECOMMEND that the Board of Education approve the following resolution:

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 *December*. 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 *December*. The Treasurer's and Secretary's report are in agreement for the month of *December* 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

January 9, 2018

Date

ROLL CALL VOTE: 9 Yes 0 No 0 Abstain 0 Absent

XI. Presentations – None**XII. Correspondence - None****XIII. Recognition of Citizens - Public Comments on Agenda Items Only**

XIV. Secretary / Curriculum Report – Dr. McCarron spoke about standardized testing and preparation for the 18/19 budget. Mr. Buchheim asked if we were looking into a new student teaching platform. Dr. McCarron and Mr. Iannucci explained.

XV. Superintendent’s Report – Mr. Iannucci discussed mid- year review, enrollment, 18/19 budget and special education cost. He thanked everyone for the help with the Bingham water issue.

XVI. Principals’ Reports

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

SCHOOL	TYPE OF DRILL	DATES	DURATION
BINGHAM	Fire Drill	12/07/17	2 minutes
	Tabletop Drill	12/12/17	30 minutes
DOWNING	Fire Drill	12/08/17	2 minutes
	Tabletop Drill	12/12/17	30 minutes
VOLZ	Fire Drill	12/04/17	2 min. 49 sec.
	Lock Down	12/19/17	3 min. 2 sec.

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

XVII. Other Reports

- A. PTA Report
- B. Committee Reports
 - Camden County Educational Services Commission – Mr. Buchheim stated no meeting until February 2018
 - NJSBA Report
 - Black Horse Pike Regional School District
 - Negotiations

XVIII. Unfinished Business**XIX. New Business**

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

1. Field Trips

Location	Purpose	Date	Students	Advisor	Transportation
Adventure Aquarium	Explaining Sea Life	3-29-18	Preschoolers	Samantha Eib	Holcomb Bus Services 1 bus @ \$200 Runnemedede Big & Little Bus
Bingham School	Band & Chorus Day	5-24-18	Downing 3 rd Grade Students	Karen Engelhart Laura Seckinger	Runnemedede Big Bus

ROLL CALL VOTE: 9 Yes 0 No 0 Abstain 0 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. **Mark Iannucci as School Safety Specialist**

2. **Resignation of Annemarie DeFeo, Paraprofessional at Bingham School as of February 1, 2018**

ROLL CALL VOTE: 9 Yes 0 No 0 Abstain 0 Absent

C. FINANCE - A motion was made by Naomi Davidson and seconded by Daniel Murray 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 – December 2017
Cash Report – December 2017
Receipt Report –December 2017
Treasurer’s Report – December 2017
Board Secretary’s Report – December 2017

2. Professional Development Workshops

NAME	WORKSHOP/CONFERENCE	DATE(S)/TIME	COST
Phil Silva	How to Investigate HIB Claims	1-18-18	\$150.00 + mileage
Sean McCarron Stephen Bonora Jeanette Schiraldi	NJASA – TECHSPO’18	1-25-18 1-26-18	\$425 per person=\$1275 + mileage
Phil Silva	Bullying and Athletics	1-29-2018	\$125.00 + mileage
Sean McCarron	2018 Anti-Bullying & School Safety Conference	5-23-18 5-24-18	\$199 + mileage

3. Payment of Bills (Bills Lists attached)

ACCOUNT PERIOD/BATCH #	TOTAL AMOUNT
Bills List #1 – Payroll 12/15/17	\$ 454,161.74
Bills List #2 – Payroll 12/22/17	\$ 388,360.19
Bills List #3 – A/P Batch #63	\$ 275,494.00
Bills List #4 – N/A	\$ 0.00
Bills List #5 – A/P Batch #79,80	\$ 450.89
Cafeteria– A/P Batch #60	\$ 20,602.39
TOTAL	\$1,139,069.21

4. Camden’s Promise Charter School tuition for SID#8802942511 and SID# 4102880662 for the 2017-2018 school year.
5. Hope Community Charter School tuition for SID#5476430712 for the 2017-2018 school year.
6. Course Reimbursement for the following staff members as per REA Agreement Article XVIII Section C

Mary Siravo, Christina Ayusa, Jennifer Majewski, Jeanette Duffy, Marissa Burpulis, Kristin Ambrose, Scott Marakovits, Kayleigh Root, Robyn White, Meghan Bollendorf, Karen Engelhart, Anne Paolini, Steve Bonora,

7. Lee Reese to provide Residency assistant on an as needed basis

ROLL CALL VOTE: 9 Yes 0 No 0 Abstain 0 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. Course Approval for the following staff members

Robin Clark “#SPEC 547 “Foundations of Autistim Spectrum Disorders” Spring 2018 & #SPEC 550 “Assessment & Instructional Planning for Student w/Autism;” Spring 2018

Kristin Ambrose “#EDAM 27601 Practicum Seminar/Adm Supervision II” Spring 2018

Kayleigh Root “#EDAM 27601 Practicum Seminar/Adm Supervision II” Spring 2018

Robyn White “50:964:201 Exceptional Learners Spring 2018, 50:964:343 Behavior Management Spring 2018, 50:964:445 Special Education Practicum Spring 2018

Ann Paolini #50:964:445 Special Education Practicum”Spring 2018

Meghan Bollendorf “SPD-300 Professional , Ethical and Legal Practices” Spring 2018; “#ESL 223N SEI English Language Teaching” Spring 2018

Samantha Eib #50:964:392 “Designing of EC Environment”

2. Change in Calendar - February 16, 2018 will be ½ Day for Students and Full Day for Staff (½ Day PD)
3. Correction to date, (Summer 2017) on 6/27/17 agenda Kristen Ambrose #28510 “Curriculum Design & Development for Instructional Leadership” #29580 “Fund Curriculum Development”

ROLL CALL VOTE: 9 Yes 0 No 0 Abstain 0 Absent

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

1. HIB Report as submitted by the District HIB Coordinator

ROLL CALL VOTE: 9 Yes 0 No 0 Abstain 0 Absent

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

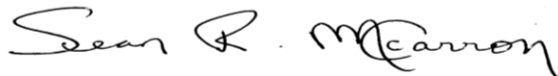
XXI. Executive Session - student, personnel, legal, or contractual matters - NONE

XXII. Board/Committee Meetings

Reminder: Next regular BOE meeting date: February 20, 2018 – Meet and Greet at 6:30 pm prior to the meeting

XXIII. Adjournment - A motion was made by Naomi Davidson and seconded by Patricia Adair to adjourn the meeting at 7:10 pm

Respectfully Submitted



Sean R. McCarron, Ed.D.