

**BOARD OF EDUCATION
RUNNEMEDE PUBLIC SCHOOL DISTRICT**

Mary Volz School Library

February 20, 2018

6:30 p.m. Board of Education Meet and Greet

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 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. Roll Call:	PRESENT	ABSENT
	Patricia Adair	Maria Panzarella
	Angel Beebe (7:00 pm)	
	Charles Buchheim	
	Naomi Davidson	
	Dennis Leggoe	
	Daniel Murray	
	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

ADDED: A motion was made by Charles Buchheim and seconded by Patricia Adair to take a 30 minute recess for Meet and Greet.

A motion was made by Patricia Adair and seconded by Naomi Davidson to re-open the meeting @ 7 pm.

IV. Approval of Minutes - A motion was made by Charles Buchheim and seconded by Naomi Davidson to RECOMMEND that the Board of Education approve the minutes of the following meetings:

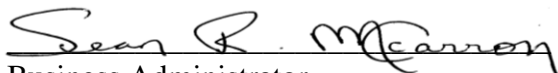
1. Regular Meeting – January 9, 2018

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

V. Financial Report – Period Ending January 31, 2018 – A motion was made by Naomi Davidson and seconded by Daniel Murray 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 *January*. 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 *January*. The Treasurer’s and Secretary’s report are in agreement for the month of *January 2018*.
- 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

February 20, 2018
Date

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

VI. Presentations – *Bucket Filler Video, Teacher of the Year Recognition & Presentation of New Superintendent Evaluation* – Mr. Iannucci recognized Jerry Leppert as Educational Service Professional of the year and said a few words. He also recognized Diane Toriero as Bingham’s/Downing’s Teacher of the year and Linda Schrieber as Volz’s Teacher of the year and said many kind words. Mrs. Callahan presented the Bucket Filling Video that the 3rd graders completed. Mrs. Spaulding explained the new Superintendent Evaluation.

VII. Correspondence - None

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

- IX. Secretary / Curriculum Report** – Dr. McCarron discussed evidence statements, benchmark data, PARCC breakdown and testing. He also spoke about budget preparation, the March 13th budget address (originally 2/27/28) and the county meeting on 2/21/18. He stated the Summer Program will run from 6/25/18 to 8/17/18.
- X. Superintendent’s Report** – Mr. Iannucci spoke about the Pre-K lottery, new pre-k times (more info to come) and the PTA Founders Dinner. He wished the boys and girls basketball teams luck. Mr. Iannucci also discussed school safety and security: entrance upgrades, flipping entrance of Downing, move main office at Volz and security upgrades. He also discussed mental health issues and Red Cross Mental First Aid. Police will be circulating schools. Mr. Murray stated that police and fire train in the schools.

XI. Principals’ Reports

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

SCHOOL	TYPE OF DRILL	DATES	DURATION
BINGHAM	Fire Drill	January 22, 2018	3 minutes
	Evacuation	January 8, 2018	1 hr. 20 minutes
DOWNING	Fire Drill	January 22, 2018	3 minutes
	Evacuation	January 8, 2018	1 hr. 20 minutes
VOLZ	Fire Drill	January 2, 2018	2 minutes 20 seconds
	Active Shooter	January 30, 2018	3 minutes 5 seconds

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

Ms. Spaulding asked Ms. Yezzi to describe the survey results.

XII. Other Reports

- A. PTA Report – Founders Dinner
 B. Committee Reports
- Camden County Educational Services Commission – Mr. Buchheim attended a 3 hour training workshop on 3/1/18 on Danielson. He stated that a bus evacuation video is coming out instead of drill and the plan to utilize student teachers in other areas in 2019/2020.
 - NJSBA Report – Naomi Davidson spoke about the upcoming 8th Grade Dialogue on 3/21/18, the Spring Dinner on 5/9/18 and Leadership from 4/20/18 to 4/22/18/
 - Black Horse Pike Regional School District
 - Negotiations
 - Zoning and Planning – Charles Buchheim stating the Dunkin Donuts will get a drive thru and he discussed master plan

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
Volz APR	PTA	Dance	1-26-18	7:00 pm – 8:30 pm
Downing APR	Girl Scouts Troop 30547	Meeting	2-15-18	6:15 pm – 8:00 pm
Downing APR	Girl Scouts Troop 30547	Meeting	2-28-18	6:15 pm – 8:00 pm
Downing APR	Girl Scouts Troop 30547	Recruitment (Bring a friend Zumba)	3-2-18	7:00 pm – 8:30 pm
Mary Volz Field	RYAA	Soccer	3-19-18 to 6-16-18	5:00pm - 9:00pm weeknights 8:00am – 2:00pm Saturdays

2. Field Trips

Location	Purpose	Date	Students	Advisor	Transportation
Brunswick Zone Deptford, NJ	Practice Social Skills	1-26-18	MD/Resource Students	Julie Michell	Runnemede Little Bus
Acme & Dollar Tree Runnemede, NJ	Practice Life Skills	2-09-18	MD/Resource Students	Julie Michell	Runnemede Little Bus
Rohrer Middle School Haddon Township, NJ	Battle of the Books Competition	5-29-18	7 th & 8 th Grade Battle of the Books Participants	Mike Ralston	Runnemede Little Bus
Rohrer Middle School Haddon Township, NJ	Battle of the Books Competition	5-30-18	5 th & 6 th Grade Battle of the Books Participants	Mike Ralston	Runnemede Little Bus
Yellin School Stratford, NJ	Battle of the Books Competition	5-31-18	3 rd & 4 th Grade Battle of the Books Participants	Melissa Ralston	Runnemede Little Bus

3. Approve the 2018 Summer Program to be operated by the Runnemede School District.
4. Authorize Garrison Architects to submit capital project documents to the New Jersey Department of Education on the district's behalf for approval of:
- new serving kitchen, main office renovations and mop sinks, etc. @ Bingham
 - new serving kitchen, office renovations, etc. @ Downing
 - new district kitchen and hall, unisex bathroom renovations, etc. @ Volz
- Be it further resolved** that amendment to the long-range facilities plan by Garrison Architects to incorporate the capital project be approved.
- Be it further resolved** that the above project be approved as an “other capital project” as defined in NJAC 6A:26.
- The district will not seek state funding for the above project.

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

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

1. Salary Advancement for Christine Duffield to move from Teacher Step 3 BA \$51,620.00 to Teacher Step 3 BA+15 \$52,720.00 retroactive to January 1, 2018
2. Accept with regrets the retirement of Helen Kiewel Paraprofessional at Bingham School as of July 1, 2018
3. Accept resignation of Brittany Lazar Paraprofessional Volz School as of March 2, 2018
4. Accept the resignation of Sue Massaro Cafeteria Aide Bingham School
5. Accept resignation of Eric Stone as Assistant Baseball Coach
6. Approve Carol Hinshillwood as Cafeteria Aide Bingham School
7. Approve Karen Horvat and Tara Belfiore as Playground Aides at Bingham School at \$10.00 per hour
8. Approve Christine Cirillo as Long-Term Substitute for 5th Grade Volz School from March 1st to June 30th at (Current salary plus \$100.00 per diem)
9. Approve Ashley Ordile as Assistant Baseball Coach

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 – January 2018
Cash Report – January 2018
Receipt Report – January 2018
Treasurer’s Report – January 2018
Board Secretary’s Report – January 2018

2. Professional Development Workshops

NAME	WORKSHOP/CONFERENCE	DATE(S)/TIME	COST
Mark Iannucci	Learn How to Properly Prevent & Respond to Sexual Harassment in the School District	February 14 th	\$149.00 + Mileage
Gladys Hubbard	Managing the IEP Meeting	February 23 rd	\$199.00 + Mileage
Courtney McGee	PECS Level 1 Training	February 26 th & 27 th	\$399 +Mileage
Michelle DiMatties	Keys to Saving Lives: Question, Persuade & Refer	March 9 th	Mileage
Michelle DiMatties	Legal & Ethical Issues in Child/Adolescent Mental Health	June 5 th	\$120.00 + Mileage

3. Payment of Bills (Bills Lists attached)

ACCOUNT PERIOD/BATCH #	TOTAL AMOUNT
Bills List #1 – Payroll	\$382,411.66
Bills List #2 – Payroll	\$381,540.00
Bills List #3 – A/P Batch #64 (1/31/18)	\$27,044.50
Bills List #4 – A/P Batch #63 (2/20/18)	\$512,920.19
Bills List #5 – A/P Batch #79, #80	\$32,036.92
Cafeteria – Batch #61 (1/31/18)	\$1,960.92
Cafeteria – Batch #60 (2/20/18)	\$19,116.10
TOTAL	\$1,357,030.29

4. Educational Instruction for 2017/2018 school year for SID#3009690562 through The Nemours Foundations @ \$40.00 per hour
5. Health Care Staffing Agreement with Star Pediatric Home Care Agency for one-on-one nursing services for SID#8045548643 @ \$45.00 per hour for the 2017/2018 school year (effective 01/11/18).
6. Approve providing transportation to the Barrington School District on 3/16/18 for a field trip to Escape Room, Marlton for \$190.00 (large bus).
7. Contract with Camden County Educational Service Commission for transportation through En Route Bus Company for SID#8001863124 @ \$293.00 per day plus 5% fee.

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

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

1. Approve Brian Decker from CCC to do fifteen hours of Field Experience with Mrs. Passarella

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

E. POLICIES/PUBLIC RELATIONS – A motion was made by Angel Beebe and seconded by Daniel Murray to approve the following on the recommendation of the Superintendent:

1. Policies & Regulations for First Reading
 - P 0169.02 Board Member Use of Social Network (New)
 - P 3437 Military Leave (Revised)
 - P 4437 Military Leave (Revised)
 - P5516.01 Student Tracking Devices (New)
 - R7101 Educational Adequacy of Capital Projects (Revised)
 - P7425 Lead Testing of Water in Schools (New)
 - P & R 7440 School District Security (M) (Revised)
 - P & R 7441 Electronic Surveillance in School Buildings & on

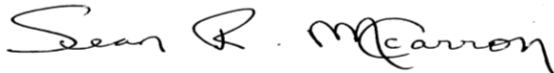
	School Grounds (M) (Revised)
P8507	Breakfast Offer Versus Serve (OVS) (M) (Revised)
P8630	Bus Driver/Bus Aide Responsibility(M) (Revised)
P9242	Use of Electronic Signatures (New)

2. HIB Report
3. Updated 2018 – 2019 School Calendar

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

- XV. Recognition of Citizens and Staff – non-agenda items** – Mr. Iannucci congratulation Volz School as a State School of Character. Eleanor Kelly announced program at Trito and what to look for.
- XVI. Executive Session - student, personnel, legal, or contractual matters** – no need for executive session as it was discussed in public
- XVII. Board/Committee Meetings**
Reminder: Next regular BOE meeting date: March 20, 2018
- XVIII. Adjournment** – A motion was made by Patricia Adair and seconded by Dennis Leggoe to adjourn the meeting at 8:10 pm

Respectfully Submitted



Sean R. McCarron, Ed.D.