

An open work session of the Board of Education of the City of Vineland was held in the Board Room, 625 Plum Street, Vineland, New Jersey, Wednesday, May 4, 2016 at 7:02 p.m., pursuant to notice with Mr. DeWinne presiding and the following members present: Mr. Bordley, Ms. Codispoti, Mr. Jennings, Mr. Pagano and Ms. Rios and Mr. Sbrana. Absent: Ms. Acosta and Mr. English.

Also present: Dr. Gruccio, Superintendent, Mr. Frey and Mr. Frangipani, Assistant Superintendents, Mrs. Haley, Board Secretary, Dr. Rossi, Executive Director of Personnel, Mr. DeSanto, Board Solicitor, press and public. Absent: None.

Mr. DeWinne announced that in compliance with the New Jersey meeting law commonly referred to as "The Sunshine Law," the Vineland Board of Education has caused notice of this meeting to be sent to the following, announcing time and place thereof, agenda, etc.: The Daily Journal, the Atlantic City Press, The Grapevine, Clerk - City of Vineland, and Administrative Office Public Bulletin Board.

Flag salute:

Resolution:

Mrs. Haley read a resolution to convene into executive session for the following reasons as outlined in N.J.S.A. 10-4-12. Any collective bargaining agreement, or the terms and conditions of which are proposed for inclusion in any collective bargaining agreement, including the negotiation of terms and conditions with employees or representatives of employees of the public body. Labor negotiations with VASA, Non-Certificated Supervisors, School Psychologists and UAW. 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. The nature of the discussion is Vineland Education Association grievance. 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. **BE IT FURTHER RESOLVED** that the Board of Education hereby declares that its discussion of the aforementioned subject(s) may be made public at a time when the Board Attorney advises the Board of Education that the disclosure of the discussion will not detrimentally affect any right, interest or duty of the School District or any other entity or person with respect to said discussion.

Special

Presentations:

Dr. Gruccio introduced Ms. Vlada Jackson, VHS World Language Teacher, to recognize students who competed in the 10th Annual Regional Delaware Valley Olympiada of Russian Language and Civilization Studies.

Ms. Jackson said she is proud to present a special group of high school students. She said what makes them special is that 4 years ago these students decided to take Russian, which is the most difficult and challenging language. Ms. Jackson said these students brought home 10 medals at the competition. She recognized and introduced each of the students.

Mr. Sbrana said he has watched the competition for the past 10 years and is proud of all of them.

Dr. Gruccio introduced Mr. William McDevitt, VHS Band Director, to honor students who participated in the All South Jersey Band and Wind Ensemble.

Mr. McDevitt introduced and recognized two students for their work in region and state activities in the All South Jersey Band and Wind Ensemble.

Dr. Gruccio introduced Mr. Louis Bramante, VHS Teacher, to honor a student who placed in the Automotive Service Technology Competition.

Mr. Bramante introduced and recognized Eduardo Zamarano, VHS Senior, who won a gold medal and received a \$33,000 scholarship from the Automotive Service Technology Competition.

Dr. Gruccio introduced Ms. Kari Stockbridge, VHS Technology Department Chair, to recognize students who competed in the Technology Student Association State Competition at The College of New Jersey.

Ms. Stockbridge thanked the Board for inviting them tonight. She said the students participated in a competition and submitted projects to the Technology Student Association (TSA). Ms. Stockbridge said two students placed in the competition and she introduced Mr. Phil Giambri, VHS teacher, to explain the competition and introduce the students.

Mr. DeWinne said it makes us proud to see all of these accomplishments.

Harassment, Intimidation and Bullying (HIB Report), Suspension Report, Cunningham Alternative School Report/Average Daily Attendance – None.

Comments by

Board Solicitor:

Mr. DeSanto said Mr. English asked him to address an issue that faced administration recently regarding committee meeting minutes. He said the Sunshine Law requires public bodies, such as the full Board of Education, to maintain reasonably comprehensible minutes. Mr. DeSanto said there is no requirement under the Sunshine Law that committees maintain minutes. He said in the interest of public disclosure and transparency this Board has authorized minutes to be taken, distributed and made available to anyone who requests them. Mr. DeSanto said the Sunshine Law states “Each public body shall keep reasonably comprehensible minutes (which means understandable not comprehensive) of all of its meetings showing time, place, members present, subject considered, actions taken, vote and other information to be shown in the minutes required by law.” He said interpreting that our Appellate Court has indicated that the Sunshine Law requires the public body to keep reasonably comprehensible minutes and does not mean word for word recitation of every event or a verbatim detailing every comment or objection. Mr. DeSanto wanted to make it clear that both the public meeting minutes and committee minutes all comply with the requirement of reasonably comprehensible minutes. He said we do committee minutes and disclose them. The public is never foreclosed from seeing official action because the committee has no authority to take it. Mr. DeSanto said he reviewed what we have done over the past several months and is satisfied that we have complied.

Mr. DeSanto said he understands that the Board may like to recess now to handle two executive session items rather than at the end of the meeting. He said with respect to the grievance you are contractually obligated to handle this before 9:00 p.m. but in deference to the public you may want to consider moving the public comment portion to now so the public does not have to wait. Mr. DeSanto said unless the majority of the Board objects Mr. DeWinne may suspend the bylaws to move the public comment section to this point of the agenda.

Mr. DeWinne said the Board will suspend the bylaws to allow Item 9 Public Comments now.

Public Comments: Vicky Miller

Ms. Miller suggested having a summer program for children in order to make money for the district. She said the parents would pay fees as they would do at a summer camp except the children will be at the school and you would have volunteers. Ms. Miller also recommended bringing plumbing and electrical courses into the school district.

Mr. DeWinne said it is always good to hear ideas from the public. He said maybe Dr. Gruccio, Mrs. Haley and Mr. Musterel could meet with Ms. Miller to discuss this to see if this is something we can do. Mr. DeWinne said as far as the vocationals he does not know the solution but we will discuss it further.

Louis Russo

Mr. Russo said yesterday the Cumberland County Council of Education Associations held their annual legislative dinner. He said they met with the Senators and Assemblymen and advocated for fair funding on behalf of Vineland schools. Mr. Russo urged the Board to consider increasing the rate of pay for substitutes to compete with surrounding districts. He said we have had several hundred occasions where classes at Vineland High School North were not covered and people had to be pulled from other areas to fill in. Mr. Russo said on other occasions classes are being sent into the auditorium because there are not enough people to pull.

Motion: A motion was made by Ms. Rios, seconded by Ms. Codispoti, to approve the executive session resolution. All Members voted “yes.”

The Board recessed to executive session at 7:45 p.m.

The meeting resumed at 8:53 p.m.

Items for Review:

A. Superintendent

1. **PERSONNEL**

1.1 **Personnel Items** – Mr. Sbrana commented that six people are retiring with a total of 130 years of service and we are grateful for what they did for our students.

Mr. DeWinne said Ms. Hunt is retiring with 35 years of service and will be missed.

- 1.2 **Annual Appointments** – No discussion.
- 1.3 **Home Instruction Tutors** – Ms. Rios asked how we are doing with the home instruction tutors. Dr. Gruccio said we are doing our best.
- 1.4 **Substitute Hourly Rates** – Ms. Rios asked if we want to pull this item and look into Mr. Russo’s suggestion about increasing the rates before approving this. Dr. Rossi said that people who come to us as substitutes do not always choose certain facilities to work at. He said that this remains a problem and he does not know how much money will rectify it. Dr. Rossi said the Millville School District is using a company and the company is paying more per day than Millville paid. Mr. DeWinne asked what the turnaround time would be if this was sent to the Policy & Personnel Committee for discussion. Mr. DeSanto suggested approving this and the rate can always be changed.
- 1.5 **Reasonable Assurance of Continued Employment** – No discussion.

2. **PROCEDURES & OPERATIONS**

- 2.1 **Travel** – Mr. Bordley asked how are the coaches and trainers paid when they are at spring training in Florida. Dr. Rossi said there is a stipend to coach and a school business day for the day they would be teaching. Mr. Bordley asked if their travel fees are paid by the district. Dr. Gruccio said most of the trips that are taken based on competitions are paid for through the athletic budget or fundraising. Mr. DeWinne said he believes the busing to the airport is paid by the district. He said that he knows the students have to raise \$1,000 to \$1,500 to attend the trip.

Dr. Gruccio said we just found out that our crew team will be going to Nationals in Ohio, which we need to add to next week’s agenda.

Mr. DeWinne said it would be nice if we can find money in our budget to alleviate some of the burden for the students who are going on National trips. Mrs. Haley said a lot of times the money comes out of the student activity fund.

Mr. Bordley asked if there is anywhere that it stipulates that we do not pay for the coaches. Dr. Gruccio said she will check with Mr. Robbins, Athletic Director.

- 2.2 **Re-adoption of Bylaws and Policies from July 1, 2016 to January 2017** – No discussion.
- 2.3 **Educere Contract** – No discussion.

- 2.4 **Project Graduation Trip** – No discussion.
- 2.5 **Updated Special Education Rubrics** – No discussion.
- 2.6 **Bus Evacuation Drills for April** – No discussion.
- 2.7 **First Reading of Changes for Policy/Regulation #5530** – No discussion.

3. **BUILDINGS & GROUNDS**

- 3.1 **Summer 2016 Programs** – Ms. Rios asked for an explanation on this. Dr. Gruccio said the programs are preschool, special education, 21st Century and ESL. Ms. Rios asked if these programs are free. Dr. Gruccio said ESL and 21st Century are paid through grants, Preschool is paid through ECPA and special education is paid through IDEA. Ms. Rios asked how parents register their children for these programs. Mr. Frangipani said special education is part of a student's IEP. Ms. Rios asked if the organizations are recruiting students. Mr. Frangipani said Visions of Hope, the Feeding Program and the Girl Scouts are just using our facilities for summer programming.

4. **FINANCE**

- 4.1 **Budgetary Transfers** – No discussion.
- 4.2 **Board Secretary/Treasurer's report for March 2016** – No discussion.
- 4.3 **Placement of Special Education Students** – No discussion.
- 4.4 **Appointment of Qualified Purchasing Agent** - No discussion.
- 4.5 **Appointment of Legal Depositories** – No discussion.
- 4.6 **Addition of Authorized Signer to Net Payroll and Budgetary Account** – No discussion.
- 4.7 **Addition of Authorized Signers to Athletic Dept. Student Activities Account** – No discussion.
- 4.8 **Barse Elementary School Student Activity Account** – No discussion.
- 4.9 **Bargaining Units** – No discussion.

- 4.10 **Official Newspapers** – No discussion.
- 4.11 **Tuition Agreements for Homeless Students** – No discussion.
- 4.12 **Free Nutritional Breakfasts/Lunches for Students with Disabilities** – No discussion.
- 4.13 **School Nutrition Program Vended Meals Contract** – No discussion.
- 4.14 **NJ Interscholastic Athletic Association Membership** – No discussion.
- 4.15 **Influenza Vaccines Shared Services Agreement** – No discussion.
- 4.16 **NJSBIG 2014-2015 Safety Grant Program Application** – No discussion.
- 4.17 **YMCA Signature Program** – No discussion.
- 4.18 **Monmouth-Ocean Educational Services Commission Transportation Services** – No discussion.
- 4.19 **Delsea Regional School District Joint Transportation Agreement** – No discussion.
- 4.20 **Waste Management Trash Pickup Contract Renewal** – No discussion.
- 4.21 **Time and Material Contract Renewals** – Mr. DeWinne asked what the process was in selecting these vendors and are we seeking others for similar services. Mr. Salerno said these were current contracts that were renewed. He said the department heads were happy with the services so we decided to renew them at the current contract price. Mrs. Haley said Mr. Salerno sent letters to all the vendors because we have options to renew them. She said the vendors all returned letters to us requesting to renew for a second year at the same rate as last year. Mr. DeWinne asked if we requested a reduced renewal from them. Mrs. Haley said we put the time and material bids out with an option to renew for a one or two year time period. She said the people who use these vendors are happy with their services so we sent out letters asking them if they would like to renew for another year. Mrs. Haley said if the vendor responded no then we would have to go out to bid again. She said it takes a lot of time and is expensive to put out a Request for Proposal (RFP) so if you are happy with the services it is more economical to stay with who you have. Mrs. Haley said the point of doing these time and material bids is to put them out once then you do not have to do them for two years. Ms. Rios asked if you will start bidding after the two years is up. Mrs. Haley said you have a three year timeframe that you can have the vendor for. Ms. Rios said we should bid and try to save the district money in every way we can.
- 4.22 **YMCA Before and After School Program** – No discussion.

- 4.23 **Sodexo Management Inc. Contract Addendum** – Mrs. Haley said we are still working on the actual Sodexo Contract with Mr. DeSanto.
- 4.24 **Riggins Inc. Diesel Fuel Contract Renewal** – No discussion.
- 4.25 **SRI & ETTC Allocations** – No discussion.
- 4.26 **Manders Merighi Portadin Farrell (MMPF) Professional Service Contract** – No discussion.
- 4.27 **Rejection of Time and Materials Painting Bid** – No discussion.
- 4.28 **RX Alliance/PEBT Prescription Program Renewal** – Ms. Rios asked if this along with item 4.29 are normal contract renewals. Mrs. Haley explained that we did an Extraordinary Unspecifiable Services (EUS) last year for insurance services and awarded the health insurance agent to Allen Associates. She said Allen Associates shopped around for us to find the best rates. Mrs. Haley said the original rate projection was 18% and that is what we built our budget on. Mrs. Haley said soon after we were told by Allen Associates that the rate would be 14.8%. She said when she was given the calculation she noticed that the amount was higher than the reduced amount we budgeted for. Mrs. Haley said she contacted Mr. Allen and was told there was a mathematical error and he said that he would make it right. She said Mr. Allen contacted her today and said that Benecard agreed to reduce the rate an additional 1% and the rate will now be 13.8%.
- 4.29 **Dental Alliance Renewal** – No discussion.
- 4.30 **Employee Legal Fees Payment** – No discussion.

2. REGULAR AGENDA

- b. Items proposed by the Board President or an individual Board Member – None.

Review of bills incurred during March 2016 – No discussion.

Committee Reports: Ms. Rios said discussed at the April 13th Policy & Personnel Committee meeting was Policy #5530 Substance Abuse and the Uniform Policy at the high school.

Ms. Codisoti said the Curriculum Committee met on April 25th and they discussed the presentation on the Jobs for America's Graduates (JAG) National Network Program, special education, and the framework for special education evaluation revisions.

Mr. DeWinne said the Finance Committee meeting minutes are on the website.

Old Business: None.

New Business: None.

Adjournment: A motion was made by Ms. Codispoti, seconded by Ms. Acosta, to adjourn the meeting at 9:13 p.m.

Respectfully submitted,

Helen G. Haley
Board Secretary

HGH:dt

