

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 6, 2009 at 7:03 p.m., pursuant to notice with Mr. Giordano presiding and the following members present: Mr. Bernardini, Mr. DeWinne, Mr. DiGiorgio, Mr. Fanucci, Mr. Franceschini, Mrs. Phillips, Ms. Rios, and Mr. Ulrich. Absent: none.

Also present: Mr. Ottinger, Superintendent, Dr. Figgs and Dr. Gruccio, Assistant Superintendents, Mr. Rochetti, Acting Board Secretary, Mr. DeSanto, Board Solicitor, Mrs. Polof, Director of Special Education, Ms. Greenfield, Executive Director of Personnel, press and public. Absent: Mr. Franchetta, Board Secretary (on vacation).

Mr. Giordano 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.

Flag salute:

Special

Presentations:

Mr. Ottinger introduced Mrs. Ruth Ann Polof to present a report on the Annual Determination of Vineland's Implementation of Special Education Requirements by the New Jersey Department of Education.

Mrs. Polof reviewed the federal determination of the State's implementation of I.D.E.A. She said as a result of the determination the state has to implement a State Performance Plan and an Annual Performance Report. Mrs. Polof said based on that report the federal government developed a Rating System. The ratings are meets requirements, needs assistance, needs intervention and needs substantial intervention. Mrs. Polof said New Jersey's determination for the past two years was found to be in need of assistance. She said only ten of the states met the requirements for I.D.E.A. Mrs. Polof said general supervision is done by the state where they come in and do targeted reviews looking for specific areas that we are non-compliant in. She said the state does compliant investigations, monitoring visits, reviews discipline practices/policies and middle/high school transition programs. Mrs. Polof said the state also reviews our data submissions and end of the year reports. She said the state presently uses fourteen indicators from the State Performance Plan to report district performance. Mrs. Polof said Vineland was one of the very few districts in the state that was found to meet the requirements, which is a great honor.

Mr. Giordano commented that we are very proud of Mrs. Polof's efforts. He asked how the indicator for parent involvement is measured. Mrs. Polof said the state sent a survey to all parents.

Mr. Ulrich asked if there was any thought to possibly placing the disruptive special education students in an out of district facility that is better equipped to handle them or are we strictly looking at bringing back students because of the cost analysis. Mrs. Polof said cost is important but it is not the deciding factor. She said we look at all the children and try to make a safe educated costly decision based on their return to the district. Mrs. Polof said as far as removing children and putting them in a more restrictive setting we have the Success Program for that. Mr. Ulrich asked when does a student disruption require the student to be moved out of district. Mrs. Polof said it is a consideration when it is a true disruption of safety to themselves or others.

Mrs. Phillips commended Mrs. Polof on her leadership with special education.

Mr. Ottinger introduced Mr. Rusty Phillips to present the Veterans Memorial Middle School Collaborative Assessment and Planning for Achievement (CAPA) review.

Mr. Phillips said he will present a brief summary on the CAPA review visit. He said over the past four years Veterans Memorial School has made drastic improvements in the educational deliverance to our students. Mr. Phillips said the school made AYP for the first time last year. He said that he is proud of the staff and students for what they have done and how well they achieved. Mr. Phillips said Veterans Memorial School has grown in every category over the past three years. He said unfortunately there was not enough growth to make AYP but we did have growth in every sub group. Mr. Phillips said historically the district is stronger in math than language arts so the focus this year was on language arts. He said we were rated by the CAPA team in six categories and did extremely well. Mr. Phillips reviewed the school, district and state recommendations.

Mr. Bernardini said he and Ms. Rios visited Veterans Memorial School today and said the students were very mannerly and well behaved. He observed a well dressed group of youngsters that were doing what they should be doing. Mr. Bernardini said if that was the dress code at the high school there would probably be fewer problems there. He complimented Mr. Phillips for that.

Mr. Giordano asked Mr. Phillips if he was on record with a signature when he stated that the suspension rate was high at Veterans Memorial School because he is also the principal of the Success building. Mr. Phillips said it was not recorded but he mentioned it to Eva Sparacio who is the coordinator. He said when the follow up was done for benchmark assessment it was noted that the suspension rate for Veterans Memorial School dropped in half from last year to this year. Mr. Phillips said the examiner could not understand the concept that he was getting suspensions from another school that was not associated with mine. Mr. Giordano asked if the CAPA review will be done again next year. Mr. Phillips said if the school does not make AYP they will be back in November.

Comments by

Board Solicitor: None.

Items for Review:

A. Superintendent

Mr. Giordano asked if the board ever desires to change anything in the annual appointments do requests for proposals need to be sent out to all interested parties. Mr. Rochetti said that is correct. Mr. Giordano asked when that would need to be done in relation to the May meeting. Mr. Rochetti said it would have to be done prior to the May meeting. Mr. Giordano asked if it was too late to change one now. Mr. Rochetti said yes it is too late for this year. Mr. Giordano asked if February would be sufficient time to make changes. Mr. Rochetti responded yes.

Mr. DeWinne said this was discussed last summer and Mr. Franchetta said you would need sixty to ninety days for changes to be made.

Mr. Franceschini said he recalls discussing this for two years as something we should do. He asked if this has to be in an administrative policy. Mr. Fanucci said this should fall under the Finance Committee because it is something that should go out for bid. He said a key issue is determining which one you can and cannot bid. Mr. Franceschini asked if we have to come up with qualifications for each position. Mr. DeSanto said with respect to any of these appointments the board needs to carefully look at each one. He said you may want to establish a fixed fee on some particular job and it would then be a matter of someone bidding for the qualifications. Mr. DeSanto said in other circumstances you may be looking for competitive bids. He said the Finance Committee needs to review this well before the sixty or ninety day window. Mr. Fanucci said criteria needs to be set because anyone can bid to a number but may have zero experience. He asked if the committees should overlap to see how the criteria will be set. Mr. DeSanto said he could help with respect to all positions except the three attorney positions.

1. **Appointment of Board Secretary** – No discussion.
2. **Appointment of Custodian of School District Records** – No discussion.
3. **Appointment of Custodian of School Monies** – No discussion.
4. **Appointment of Contract Agents** – No discussion.
5. **Appointment of Public Agency Compliance Officer** - No discussion.
6. **Appointment of Qualified Purchasing Agent** – Mr. Giordano asked if this position is different than Mr. Cox’s position. Mr. Rochetti responded yes Mr. Franchetta holds the necessary criteria to be the official purchasing agent.
7. **Appointment of Legal Depositories for the Investment of School District Funds** – No discussion.
8. **Appointment of Bank Depositories of Business Checking, Savings and Investments** – No discussion.
9. **Appointment of Daniel M. Smith to fill the following positions in the absence of Kevin J. Franchetta for the period of June 1, 2009 to June 30, 2009:**
  - a. Board Secretary
  - b. Custodian of School District Records
  - c. Contracting Agent
  - d. Transfer/Investment of Funds at authorized district depositories
10. **Appointment of Affirmative Action Officer** – No discussion.
11. **Appointment of American Disability Act Coordinator** - No discussion.
12. **Appointment of 504 Compliance Officer** - No discussion.
13. **Appointment of Title IX Coordinator** – No discussion.
14. **Appointment of Board Solicitor** – No discussion.
15. **Appointment of VEA Negotiator/Alternate Counsel** – No discussion.
16. **Appointment of VASA and Local 2327 Negotiator/Alternate Counsel** – No discussion.

17. **Appointment of Auditor** – No discussion.
18. **Appointment of Architect of Record** – No discussion.
19. **Appointment of Attorney for Collection of Delinquent Accounts Receivables** – No discussion.
20. **Appointment of Insurance Broker** – No discussion.
21. **Appointment of Official Newspaper** – No discussion.
22. **Approval of Textbooks and Courses of Study** – No discussion.
23. **Tuition Agreements for Homeless Students** – Mr. Bernardini said he heard that we are required to pick up homeless students out of the district if they want to continue their education in Vineland. Mr. Rochetti said if they are a homeless student and their last official district of residence was Vineland we are responsible.
24. **Recognition of Bargaining Units** – No discussion.
25. **Approval of Annual Travel Stipends** – Mr. Franceschini asked if this has changed from last year. Mr. Ottinger said it is the same.
26. **Establishment of Petty Cash Funds** – No discussion.
27. **Participation with Colleges and Universities** – Mr. Franceschini mentioned that the University of Phoenix is listed. Mr. Giordano said it has to be removed.
28. **Dates, Time and Place of Open Work Sessions and Regular Monthly Meetings** – No discussion.
29. **Date, Time and Place of 2009 Commencement Exercises** – No discussion.
30. **2009-2010 School Calendar for Pupil Attendance** – Mr. DeWinne asked when the first day of school is. Mr. Ottinger said the day after Labor Day for students.
31. **Personnel Items** – Ms. Greenfield said there are new employment items on the agenda for tonight because we received some resolution from the state. She said the state will have over site and review everything that we are recommending however; they are leaving it to the district's discretion for hiring. Mr. Giordano asked if the items still need to go before the state. Ms. Greenfield said she needs to submit a document that shows the replacement.

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Mr. Ottinger said as long as we show the state that the positions are replacements and not new it will be ok.

Ms. Greenfield apologized and advised the board that page #32 summer #A.31 (i) needs to be deleted because it is going to be amended. She said added to the agenda is a retirement, employment and an additional spreadsheet for an activity that occurred.

Mr. Franceschini asked if the substitute teacher rates are for certified and non-certified. Ms. Greenfield said yes.

Mr. Giordano asked if the names under employment are new employment. Ms. Greenfield said they are all new hire replacements.

Mr. DeWinne asked what rehired means. Ms. Greenfield said they are two teachers that were rified last year and we offered positions to them.

Mr. Franceschini asked when the last time was that we changed the hourly rate for substitute aides. Ms. Greenfield said it has been a while. Mr. Franceschini asked if background checks are done any faster. Ms. Greenfield responded no.

Mr. Giordano mentioned that at this point in time we have stopped taking applications for substitute teachers because we have a varied list.

32. **Reasonable Assurance of Continued Employment for 2009-2010** – No discussion.

33. **Reappointment of Professional Personnel for 2009-2010** – No discussion.

34. **Reappointment of Non-Tenured Administrative/Supervisory Auxiliary Personnel and Teachers for 2009-2010** – Mr. DeWinne asked if Donna Meyers should be removed. Ms. Greenfield said that will be corrected.

Mr. Ulrich asked who does the observations to determine whether or not an administrative assistant or vice principal gets reappointed from year to year. Mr. Ottinger said the superintendent and assistant superintendents. Mr. Ulrich asked if this is contractual. Mr. Ottinger said it is a state mandate.

35. **Abolishment of Positions of Tenured Professional Personnel for 2009-2010** – No discussion.

36. **Non-Reappointment of Non-Tenured Professional Personnel for 2009-2010** – Mr. Giordano asked if this means the individual is not being recommended by the supervisor. Mr. Ottinger said the principal and supervisor.

37. **Placement of Special Education Students** – No discussion.

38. **Budgetary Transfers** – No discussion.

39. **Submission of Grants** – Mr. Giordano asked if any staff member could apply for a grant. Mr. Ottinger said yes with approval from Mr. Franchetta.

Mr. Franceschini asked if teachers receive anything for their efforts in applying for a grant. Mr. Giordano responded no.

40. **Acceptance of Funds** – No discussion.

41. **Bids** – Mr. Ottinger said he is removing (d.) VHS North Science Lab Renovations from the agenda until approval is received from the Department of Education to proceed.

42. **Travel** – Mr. Giordano asked the board if Mr. Ottinger informed them of the travel that was removed from the agenda.

Mr. Franceschini asked if the NJSPA Principal Center for Educational Leadership conference was a typical conference that the principals attend. Mr. Ottinger responded yes. Mr. Franceschini asked if in the past other principals have attended this conference. Mr. Ottinger said he has attended the conference and it was very good. Mr. Franceschini asked if Mr. Johnson is planning to do an in-service to the principals. Mr. Ottinger said if that is the board's desire we can ask him to do that.

Mr. Ulrich asked if all principals will eventually be attending this conference. Mr. Ottinger said it is optional.

Mr. Giordano asked if money was designated for this conference. Mr. Rochetti said money was set aside for staff development in this particular case. He said if all the principals were to attend that money should be budgeted in the school based budgets.

43. **NJ Public Retirement System Resolution** – Mr. Giordano asked for an overview on this item. Mr. Ottinger explained that the state is permitting school districts and cities to defer their pension payments. He said our district will be making our pension payments to stay up to date.

Continued

Mr. Ulrich said deferring the payments would cost the district more money in the long run. He noted that the city administration will not be deferring their payments either.

44. **CCEC Joint Transportation Agreement** – Mr. Rochetti explained that this is an addendum to the 2008-2009 contract to transport a student to Pineland High School and will be paid by the Vocational Center.
45. **State Responsible Students Tuition Contract Modification** – No discussion.
46. **Maurice Fels School Transfer to City** – No discussion.
47. **Rutgers Cooperative Extension for Nutrition Education Program** – No discussion.
48. **Catapult Learning Non-Public Service Agreement** – No discussion.
49. **Participation with Hannah’s House Inc.** – No discussion.
50. **ROTC Agreement** – Mr. Ottinger said Mr. Edward Benish will be in attendance at next week’s board meeting to answer any questions the board may have.

Mr. DeWinne asked if this is the first time we will have this program. Mr. Ottinger responded yes.

Mr. DeSanto said he reviewed the agreement and it is fine but there are some issues concerning personnel staffing.

51. **Summer 2009 Programs** – Mr. DeWinne asked Mr. Ottinger if he thinks in the future parents will be charged for their child to attend summer school. Mr. Ottinger said he thinks down the road it will be that way or summer school will be eliminated.

Ms. Rios asked if we could eliminate summer school. Mr. Ottinger said it was on the list to be eliminated if we ran into budget problems.

Mr. Ulrich said our district is a special needs district with a unique make up of students. He said to compare us to other districts that do not have summer school would not be a fair comparison.

52. **Summer School 2009 Rates** – No discussion.
53. **Attendance at Youth-to-Youth Conference** – Ms. Rios asked if all middle schools have this club. Mr. Ottinger said he does not think so but will find out.

54. **Transportation Agreement with Wawa** – Mr. Giordano asked if our students are transported. Mr. Ottinger said our students are transported to work in the Wawa’s down the shore area for the summer. He said the Wawa pays for everything.

B. Board

1. None.

Review of Bills: None.

Public Comments: Rosolyn William, Supervisor of School Health Services  
Mrs. Williams said a few weeks ago she requested the opportunity to attend the National Association of School Nursing Conference that is being held in Boston, Massachusetts. She said that she has attended this conference every year since being employed by the district. Mrs. Williams said that she sent letters to the board expressing her desire to know why she was denied the opportunity to attend this year and has received no response from the board. She asked the board to reconsider the opportunity for her to attend this conference. Mrs. Williams said the information is shared with the school nurses who do not attend this conference.

Committee Reports: Mr. Franceschini reported that at the Curriculum & Technology Committee they discussed the scheduling at the high school and were informed that 98% of the course requests were entered. Mr. Franceschini said they also discussed block scheduling and how it would be integrated. He said they are looking into reducing the amount of students transferred between buildings in half. Mr. Franceschini said the committee was informed that teachers will know by the last week of July about their teaching assignment. He said the committee also discussed special education teachers and getting them back to be highly qualified. Mr. Franceschini said Dr. Gruccio has been working on the training for K through 12.

Mr. Fanucci asked if there will be a draft of the high school schedule given in advance to review prior to the opening day. Mr. Franceschini said yes the Curriculum & Technology Committee will be given updates.

Mr. Bernardini said discussed at the Buildings & Grounds Committee meeting was the proposed relocation of the Success Program. He said also discussed was the progress of Middle School #2 and the new Science labs for Vineland High School North. Mr. Bernardini said the design is finished for the proposed stores at both high schools. He said the stores should be up and running for the start of the new school year in September.

Mr. Fanucci announced that the Finance Committee will be meeting Wednesday, May 20, 2009 at 5:30 p.m.

Mr. Franceschini announced that the Policy & Personnel Committee will be meeting next Wednesday at 5:30 p.m.

Mr. Giordano announced the following committee members:

**Buildings & Grounds** – Allan Bernardini, (chair), Anthony Fanucci, and Diamaris Rios.

**Curriculum & Technology** – Ronald Franceschini, (chair), Patricia Phillips, Thomas Ulrich and Brian DeWinne, Alternate.

**Finance** – Anthony Fanucci, (chair), Brian DeWinne, and Frank DiGiorgio.

**Policy & Personnel** - Ronald Franceschini, (chair), Diamaris Rios, Thomas Ulrich and Allan Bernardini, Alternate.

**NJ School Boards Representative** – Ronald Franceschini

**Urban School Boards Representative** – Diamaris Rios

**Early Childhood Education Liaison** – Allan Bernardini

**Collective Bargaining Units Liaison** – Frank Giordano

Unfinished Business: Mr. Giordano asked if work has begun on the Small Learning Communities district survey. Mr. Ottinger said no. Mr. Giordano asked if the high school could be directed to come up with a questionnaire. Mr. Ottinger asked if the board is directing him to direct the high school to do this. Mr. Giordano responded yes. Mr. Ottinger said he along with the high school do not want to do a survey but will. Mr. Giordano said his opinion is when someone says they do not want to do something it puts up a red flag. He does not see a problem with a general questionnaire on a new concept that was implemented. Mr. Ottinger said just because people do not agree with you it does not mean there has to be a red flag. Mr. Ottinger said the issue was the board had an Ad Hoc Committee. He said questions were submitted to the board and the board submitted them to him. Mr. Ottinger said the questions were answered by administration and many of the items have been addressed.

Mr. Giordano said the board would like to know opinions and would like a questionnaire to review by next week. Mr. Ottinger said you will not have one by next week. Mr. Giordano said the board just wants the questions not the completed survey.

Mr. Ulrich said we are not taking into account the stakeholders, which are the parents, students and staff. He said that he does not see where a survey hurts and it can bring back useful data.

Mr. Giordano said this survey needs to be done by the end of the academic year. He said Mr. DeSanto will be giving the Code of Ethics presentation at next week's board meeting. Mr. Giordano recommended the following individuals to serve on the School Safety Committee: Mayor, Chief of Police, Superintendent of Schools, Director of Security, Executive Director of Physical Facilities, Coordinator of Student Transportation, High School Principals, District Juvenile Officer, a High School Security Guard from each building, and three Board Members.

Mr. Bernardini asked if this committee will meet monthly. He said the last time we had this committee they met four times with no set day.

New Business:

Mr. Bernardini mentioned that the *Daily Journal* submitted several names received from a survey for the naming of the athletic complex.

Mr. Fanucci said our district will be replacing many positions during the next year. He asked what the possibilities are in setting up a training program for staff that is interested in advancing from the teaching levels to administration. Mr. Fanucci said he understands that we pay for the teachers degrees and they are leaving the district. He asked if there is a way to retain the teachers in the district by putting them in some sort of a training program.

Mr. Ulrich asked if we should be paying for advanced degrees on the taxpayers' dime. He said if the employee actually paid for their degree there may be an incentive to excel through the ranks.

Mr. Fanucci said many times we need substitute administrators for a day or two and we could pull from the people who are in the training program to help in the building.

Mrs. Phillips mentioned that almost all the college programs have teachers work under a principal or vice principal to get the hands on experience.

Mr. DiGiorgio commented that Mr. Fanucci has a good concept. He said many times district resources are utilized by employees to advance themselves from an educational stand point and then they depart without a penalty. Mr. DiGiorgio said there should be something in place to keep the employee in the district.

Mr. Ulrich said a negotiation point could be if the district pays for an employee's advanced degree they would have to sign a commitment stating they would stay in the district for a five year period of time.

Adjournment: The Board adjourned to executive session at 8:50 p.m.

Respectfully submitted,

Edward J. Rochetti  
Acting Board Secretary