

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, November 11, 2015 at 7:04 p.m., pursuant to notice with Mr. English presiding and the following members present: Ms. Acosta, Ms. Codispoti, Mr. DiGiorgio, Mr. Jennings, Ms. Morello, and Ms. Rios. Absent: Mr. DeWinne and Mr. Pagano.

Also present: Dr. Gruccio, Superintendent, Mr. Frangipani, Assistant Superintendent, Mrs. Haley, Board Secretary, Dr. Rossi, Executive Director of Personnel, Mr. DeSanto, Board Solicitor, press and public. Absent: Mr. Frey, Assistant Superintendent.

Mr. English 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:

Mr. English asked for a moment of silence to honor all of the veterans who have given their lives for our freedom. He said on behalf of all of his Board of Education colleagues, central administration, and entire Vineland Public School District we would like to thank all of our military men and women past and present for making the ultimate sacrifice so we could continue to live in freedom.

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 pending or anticipated litigation or contract negotiation in which the public body is or may be a party. If pending/anticipated litigation the matter is Strittmatter litigation. 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.

Motion:

Upon motion by Ms. Morello, seconded by Mr. DiGiorgio, the resolution was passed. All Members voted "yes".

Special

Presentations: Dr. Gruccio introduced Mr. Ross Stanger, Supervisor of Curriculum, to recognize two special people this evening.

Mr. Stanger said he is here tonight to honor Mrs. Cynthia Doulis, Durand Elementary School Art Teacher and her daughter Mrs. Katina Lampropoulos an Art Teacher in Franklin Township for being chosen to speak at the Art Educators of New Jersey Conference.

Dr. Gruccio said tonight we are going to recognize all Veterans who work in the district. She said that she would like to begin with a statement written by Mr. Pagano, Board member, who could not attend tonight's meeting and happens to be a veteran. Dr. Gruccio recognized and thanked all the Veterans who work in our district.

Harassment, Intimidation and Bullying (HIB Report), Suspension Report, Cunningham Alternative School Report/Average Daily Attendance – Ms. Morello said there was only one completed this year. She asked if PBS and Responsive Classroom are making a difference. Mr. Frangipani responded yes.

Comments by

Board Solicitor: None.

Items for Review:

A. Superintendent

1. **PERSONNEL**

1.1 **Personnel Items** – Ms. Morello asked if the people who are retiring are going elsewhere. Dr. Rossi said they are retiring from the district and he does not know what they are doing after that. Ms. Morello asked if we are doing the in-house replacement hires for some of the aides. Dr. Rossi said it fluctuates and depends on the assignment.

2. **PROCEDURES & OPERATIONS**

2.1 **Travel** – No discussion.

2.2 **First Reading of the following Bylaws/Policies/Regulations: Bylaw 0155, Policy 2340**
– No discussion.

- 2.3 **Revised Fee Schedule for Use of School Facilities** – Ms. Morello said when this was originally discussed she believed that the reason for reviewing the fees was to cover expenses. She thought that there would not be a fee if facilities were used while people were in the schools.

Mr. DeSanto explained that there are two provisions of the fee schedule: one is the rental fee and the other is the personnel fee. He said anyone who uses the facility while staff are present are not charged the personnel fee but the rental fee is still applicable.

Ms. Morello said this will have an impact on a lot of students because there are some who have used the facility without having the fee for a number of years.

Mr. DeSanto said a meeting was held with the facilities committee and Mr. Elbeuf from the Vineland Recreation Department. He said the bottom line of that meeting was a lot of the groups that were given special rates were then given preferential rates if they were sponsored activities of the recreation commission. Mr. DeSanto said it is on a case by case basis and we would have to review each one.

Ms. Morello said if there is any group working with Vineland students who has a concern about the fees that may interfere with their ability to continue the activity, they should contact the Superintendent's office. Mr. DeSanto said they should contact the recreation department because in order to qualify under our schedule they have to be under the recreation department.

Ms. Rios asked how we are doing with the groups who were behind on payments. Ms. Haley said one group paid us in full.

Mr. English said for many years things were just brushed under the carpet. We are concerned about the students in Vineland and the Vineland programs should be catered to first.

Mr. DiGiorgio asked if our athletes have any issues with access to the facilities. Mr. English said no.

- 2.4 **Health and Safety Emergency Response Plan for the Automotive Technology Program at Vineland High School** – Ms. Morello asked who reviews this to make sure we are on point with it. Dr. Gruccio said it goes through Mr. Frey's office.
- 2.5 **Bus Evacuation Drills** – Mr. Jennings thanked everyone for performing these drills because this is a very important task.

3. **BUILDINGS & GROUNDS**

4. **FINANCE**

- 4.1 **Budgetary Transfers** – Mr. English thanked Mrs. Haley and her staff for bringing everything current. Mrs. Haley explained that we are supposed to have the month closed within 60 days after the month. She said August 31st was closed by October 31st, however the financial reports also need Board approval. Mrs. Haley said because we did not have a Board meeting on October 31st the November meeting is the first meeting after the August 31st monthly closure. She said we ideally would like to be ahead of that 60 day point but the problem with July and August is that we have to close the year and we are also working on the annual audit during this time period.

Mrs. Haley said a question came up about the timing of the audit presentation. She said typically the presentation is in December because the audit has to be uploaded by December 7th. Mrs. Haley said there is a new accounting regulation called GASB 68, which requires school districts to disclose their portion of the pension obligation. Mrs. Haley said the state has to give that number to every school district and they have not released it yet. She said all auditing firms are waiting for that number to finalize the audit report for each school district.

Mr. English said the housekeeping piece is working well and we have a good team now. Mrs. Haley said she has a good accounting team and she is very proud of them.

- 4.2 **Board Secretary/Treasurers Report for August and September 2015** – No discussion.
- 4.3 **Placement of Special Education Students** – No discussion.
- 4.4 **Submission of following grants: a. Lowe’s Toolbox for Education Grant Johnstone School, b. Slow Food South Jersey Shore Grant Dane Barse School** – Ms. Morello said it would be great to receive a list of the people who submitted for these grants so they could be properly thanked.
- 4.5 **Acceptance of the following funds – a. Foster Grandparent Meal Grant, b. NJ School Boards Insurance Group Safety Grant, c. Vineland Education Association PRIDE/FAST Grants** – Mr. Jennings said the VEA is giving back to our students.

- 4.6 **Non-Public Security Aid for 2015-2016** – Ms. Rios asked for clarification on this item. Mrs. Haley explained that this is a new allotment of money from the state for the non-public schools.
- 4.7 **Joint Transportation Agreement between Waterford Township and Vineland Board of Education** – No discussion.
- 4.8 **EIRC Contract for School Bus Advertising** – Ms. Morello asked for an explanation on this item. Dr. Guccio said there has been discussion about a way to raise money by having advertisements on school buses and EIRC can provide that opportunity for us. She said it is estimated that we would make about \$10,000 a year through advertisements. Ms. Rios asked if this went through committee. Dr. Guccio said yes it went through committee.

Mr. DeSanto said he reviewed the contract and recommended several changes that they agreed to. He said four buses are designated by the district for advertisement. Mr. DeSanto said the district has to approve each advertisement and nothing will be on a bus until it has been Board approved.

Mrs. Haley said we receive 65% of the advertisement revenue and a large percentage of it has to go towards fuel.

Ms. Rios asked who reviews the ads. Mr. DeSanto said the Board reviews the ads.

Mr. DiGiorgio asked if any of the success rates for doing this have been given and are there any long term costs or repairs for vandalism. Mrs. Haley said they met with Mr. Callavini who can address that. Mr. DeSanto said for vandalism there are three replacements per vendor. Mr. Callavini said there are no long term costs because it is a sticker and if any paint damage is done they have to fix it. Mr. DiGiorgio asked why we need EIRC to do this and we cannot do it ourselves. Mr. Callavini said you would have to become a sales person and solicit to companies for advertising on our buses.

Mr. English said he thinks this is a way to try and generate some revenue and we need to see how it works out.

- 4.9 **Sale of International Band Bus** – Ms. Morello asked if the band bus will be replaced by another bus. Dr. Guccio said she does not believe so.
- 4.10 **Hunterdon County Educational Services Commission's Lease Purchase Advisory Service** - No discussion.

- 4.11 **Cancellation of Checks for remittance to Unclaimed Property Administration** – Ms. Morello asked how much effort is put in to contacting these people. Mr. Musterel, Assistant Business Administrator, said he believes letters are sent out in an attempt to communicate with the individuals. He said after a year they are stale dated.

Mr. DiGiorgio asked if these checks are for past or current employees. Mrs. Haley said these are paychecks and are from before we had direct deposit.

Ms. Rios asked if we could hold checks for a year and not as long as we have been. Mr. Musterel said yes we are going to look at them annually and go back to the beginning of the year to cancel.

Ms. Morello asked if there are reports that flag the uncashed checks. Mr. Musterel responded no.

- 4.12 **Adoption of the 2016-2017 Budget Preparation Calendar** – No discussion.

- 4.13 **Seat Yourself Online Ticket Purchasing Service** – Mr. Jennings said this sounds like something we can continue to use. Dr. Gruccio said we are going to do this with 200 tickets so people may come down to look at some of our students who compete.

Ms. Morello expressed her concern that some students are disenfranchised. She also requested cleaner documentation on this item.

Ms. Rios suggested that when the city does not have any advertisements at the Landis Theatre maybe they can put up banners for the district when we have a big event.

Mr. Jennings asked if this online ticket purchasing lets people know what seats are reserved. Dr. Gruccio said she assumes but has not done this before.

- 4.14 **Arts in Education Special Initiative** – Mr. Jennings said this is a great opportunity for our Arts Academy.

Ms. Morello thanked Mr. Stanger for his lengthy email explaining why this did not come through committee.

- 4.15 **EIRC Shared Service Agreement** – No discussion.

- 4.16 **Donation of Little Library Honor Boxes** – Mr. English thanked Ms. Marko and the *Daily Journal* for the donation.

2. REGULAR AGENDA:

- b. Items proposed by the Board President or an individual Board Member

Review of bills incurred during August and September 2015 – No discussion.

Public Comments: None.

Committee Reports: Mr. Jennings said discussed at the Facilities Committee meeting was the Facility Use Policy, a possible land donation of 48 acres, reconfiguration of the baseball field, VHS North natatorium roof replacement, Middle School #2 being named Lincoln Avenue Middle School, and the HVAC in VHS South.

Ms. Morello said at the Curriculum and Technology meeting a presentation was given by James Scanlon on the Intervention and Referral Service Process. She said there was discussion on the PARCC results and the ARTS Academy.

Ms. Rios said she linked the Policy & Personnel meeting information from October 19, 2015 to the Board website for the Board to review. She said discussed at the October 19, 2015 meeting were changes to Policy 0155, Policy 7230, the approval of emergent trips by the Superintendent, Policy 0164 and evaluations.

Ms. Morello said the link for committees is a running record and a great tool to use.

Public Comments: Jedidiah Dorr

Mr. Dorr spoke about the physical and mental problems that he faced growing up with epilepsy. He urged the Board to contact the Epilepsy Foundation to offer training to staff members to understand epilepsy because it is often misdiagnosed.

Ms. Dorr, Jedidiah's mother

Ms. Dorr spoke on behalf of her son and epilepsy.

Mr. English said to Ms. Dorr to be a parent of a child that is not well is a tough thing. He said it was very admiral of her son to go up to that podium and educate the Board on something they have no knowledge of. Mr. English told Ms. Dorr it takes courage to defend her son. He thanked Ms.

Old Business: Ms. Codispoti read a letter on behalf of Mr. Pagano thanking everyone who volunteered their time and donations at Trunk or Treat night, which was a great success.

Ms. Rios said she along with her son attended Trunk or Treat, which was a nice event. She thanked the security guards for volunteering their time at this event. Ms. Rios complimented the entire community and all the various places that held a Trunk or Treat because it was a way to attend a function and feel safe.

Ms. Codispoti said it was a great family event.

Ms. Acosta congratulated the Vineland High School Marching Band for hosting a wonderful competition this weekend. She said the parents of our band members showed a tremendous level of commitment and did a remarkable job hosting the competition.

Mr. English commented on the vehicle that has no logo on it and asked Mr. Weaver to give a brief explanation on this.

Mr. Weaver said a sample logo was sent over to Lou Bramante but because of the reconfiguration of V-Wing at the high school his equipment was out of service. He said that he will follow up on this and possibly look at having an outside company do the logo.

New Business: Ms. Codispoti congratulated Ms. Acosta, Mr. Jennings, Mr. Bordley and Mr. Sbrana for winning the election. She also complimented and thanked the three students who ran and told them to not give up.

Mr. English congratulated the candidates and thanked the students that ran.

Ms. Morello asked about the role of the student liaison. Mr. English said the student liaison will be on the December agenda. Mr. DeSanto said years ago we had a student liaison. He said the student attended the work session and was allowed to give comment/input as if they were an ex officio Board member. Mr. DeSanto said Dr. Gruccio should send a letter to Dr. McCann to have him designate the liaison and an alternate then we can set up some ground rules.

Mr. DiGiorgio congratulated the newly elected Board members. He said the marching band is a very successful group. Mr. DiGiorgio thanked the veterans and their families. He wished the Dorr family the best on their challenges.

Public Comment:

Kristopher Chiola

Mr. Chiola said it is Veterans Day and he was invited to be honored. He said that he has been in the National Guard for 11 years and an employee of the district for 7 years. Mr. Chiola said he has the difficult job of balancing being a member of the National Guard and a teacher in the district. He thanked the district for making it possible for him to attend anything related to the military end of his life.

Adjournment:

A motion was made by Mr. Jennings, seconded by Ms. Codispoti to adjourn the meeting at 9:02 p.m. to the executive session.

Respectfully submitted,

Helen G. Haley
Board Secretary

HGH:dt

