

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, February 1, 2012 at 7:07 p.m., pursuant to notice with Ms. Rios presiding and the following members present: Mr. DiGiorgio, Mr. English, Mr. Fanucci, Mr. Medio, Mr. Mercado, Dr. Mounier and Mrs. Phillips. Absent: Mr. Ulrich.

Also present: Dr. Banks, Superintendent, Dr. Gruccio, Assistant Superintendent, Dr. Schneider, Interim Assistant Superintendent, Mr. Franchetta, Board Secretary, Mr. DeSanto, Board Solicitor, Mrs. Polof, Director of Special Education, Ms. Greenfield, Executive Director of Personnel, press and public. Absent: None.

Ms. Rios 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:

Dr. Banks announced that under the guidance of Ms. Tammy Monahan and Ms. Kelly Amato the students at Rossi Intermediate School participated in the School Walk for Diabetes and raised over \$4,300. She congratulated them for their hard work.

Dr. Banks introduced Mr. Steve Goodwin and Mr. Steve Dantine to give a presentation on the Genesis Student Information System.

Mr. Dantine said the Genesis Student Information System (SIS) offers some unique and comprehensive alternatives to what we currently have. The Genesis software is a web-based student record database specifically designed for New Jersey schools. Over 190 NJ school districts rely on Genesis SIS to manage their student records. The comprehensive feature caters to the needs of parents, students, teachers, administrators, staff and special education case managers. Mr. Dantine said Genesis SIS has a lot of different components built into it. He said part of the package that they are offering to us gives installation and training, data conversion, customized report cards and first year maintenance. Mr. Dantine said the total cost of the Genesis application software is \$264,384.00.

Dr. Mounier asked if this does not eliminate the costs of the systems that we already have. Mr. Dantine said that is correct it makes it easier to interface.

Mr. Fanucci asked if this would work in conjunction with our online portal. Mr. Dantinne said no this would be a replacement. Mr. Fanucci asked if any selected members of staff have seen how this operates. Mr. Goodwin said we had a representative from each middle and high school who initially seen this. He said after that they met twice individually with the computer operations department and then with the supervisors, Dr. Gruccio and the elementary principals. Mr. Fanucci said it is fair to say that the teachers have not seen this yet and would like the opinions and thoughts of the teachers to be taken in consideration before this is approved. Mr. Goodwin said yes the training is a big part.

Dr. Mounier asked how much instruction time we will lose in having our staff learn this system. Mr. Dantinne said he is hoping we do not loose instruction time and this is completed by September. Dr. Mounier expressed his concern that this district has a history of latching on to what appears to be wonderful programs and sending people off to learn what they could have learned from somebody who has already received the training. Dr. Banks asked Mr. Dantinne to clarify that it is in-district training and there is no off site training. Mr. Dantinne said that is correct. Dr. Mounier asked how many employees in our district need to learn this system to make it work. Mr. Dantinne said two people from every school in addition to other people. Dr. Mounier asked if we have spoke to other districts about this system. Mr. Dantinne said Mr. Goodwin has spoke to other districts and many of the Dell people have implemented similar programs to this. Mr. Goodwin said he contacted Orange, Brick Township, Plainfield and Toms River. Dr. Mounier asked what these districts had to say. Mr. Goodwin said they are very happy with the system. The updates are automatic over night and there is no human interruption.

Mr. DiGiorgio asked as a result of implementing this software will there be future reduced costs. Mr. Dantinne said there could be but he does not know for a fact.

Mrs. Phillips said the costs of both Keystone and K12 are probably more than Genesis. She asked how the recurring costs compare to what we have now. Mr. Dantinne said the minimum cost recovered for annual maintenance for K12 software, Gradebook and Keystone annual renewal/maintenance is around \$70,000.

Mr. English asked if this is an administrative or board decision. Dr. Banks said it is an administrative decision. Mr. Fanucci said the board would have to approve the expenditure. Dr. Banks said the contract would have to be approved by the board.

Mr. DiGiorgio asked if there are any termination fees for leaving the existing provider. Mr. Dantine said he does not know.

Mr. Dantine said there is a lesson planner component to this and many of the teachers liked the Share Point Solution that we had originally.

Mr. Fanucci asked if Share Point has been re-examined and can it still be actively run. Mr. Dantine said Share Point is still operational. Mr. Fanucci requested a cost comparison between Share Point and Genesis.

Ms. Rios asked Mr. Dantine to email the figures to the board.

Dr. Banks said she has worked with this program as a middle school principal and assistant superintendent. She has used Genesis for the development of master schedule. Dr. Banks said the Edison staff used Genesis to enter student grades and it is a user friendly program.

Mr. Goodwin said Genesis is not just a replacement but has features that we have never had, which are wonderful.

Mr. Fanucci asked if it were possible to get staff feedback on this before it is brought before the board again. Dr. Banks said we can try.

Dr. Banks introduced Dr. McCann to discuss the recommendation of the SIT team regarding the high school restructuring.

Dr. McCann read a letter he wrote in regards to the 9/10-11/12 reconfiguration. He said on January 23<sup>rd</sup> he held a volunteer faculty meeting where staff members met to discuss the 9/10-11/12 reconfiguration. After listening to all stakeholders over the past 3 years he based his recommendations on the following reasons:

1. According to John Provenzano, Director of Security we had approximately 15 car accidents in our parking lot.
2. Student safety is top priority and the traveling of students from North to South campus is approximately 200 students per period. Due to the number of busses, cars, walkers and bike riders, we have a serious safety concern.
3. Additional security guards are necessary to address the safety concern.
4. Mr. Provenzano and Sgt. McLaughlin have had numerous meetings in regards to the exposure of our students outside every 40 minutes each day. They find it difficult to monitor the constant flow of our students.

5. Students are 6-8 minutes late daily to each class as a result of the movement between both buildings.
6. Additional instructional time needs to be added to meet CAPA recommendations.
7. To do the planned pilot program of the ninth-grade academy ninth graders need to be housed together.
8. Each grade level must be unified under one roof.
9. While recommending this configuration our SIT committee will continue to research additional reform models for formal implementation of our chosen model in the 2013-2014 school year.

Dr. McCann said on several occasions, Mr. Ulrich, Board President, stated “We must listen to our educational leader for guidance and direction.” Dr. McCann said as the educational leader of Vineland High School I have the experience in school reform and the knowledge in this topic. He said the Board of Education and community needs to know that he possesses the experiences to make the reform work. Dr. McCann said he guarantees that when this change is implemented the two main objectives that have been identified will be met. That we will significantly decrease the number of students traveling between buildings and we will increase instructional time for all students as recommended by CAPA in their benchmark visit in November 2011. Dr. McCann said without any reservations he guarantees that we will be successful with our two objectives that our students will be more secure due to less traffic as well as an increase in instruction time, guaranteed. Dr. McCann said he conducted several meeting during the last several weeks and eleven of his department chairs agreed to put our ninth graders in one building. The department chairs had personal meetings with each staff member in the building and each department did a survey. Dr. McCann said 58% of the staff agreed to go to a 9/10-11/12 configuration. He said last night a very productive SIT meeting was held at the high school. Twelve members of the SIT were for the 9/10-11/12 change and eleven were opposed. Dr. McCann said Mr. Provenzano wrote a letter to the administrators recommending all students who need to move between the two campuses be required to take the shuttle bus. Dr. McCann said once it is mandated that all students must ride the bus, we will not have any risk. He read complaints filed by students who claim they were almost hit by a school bus walking between the buildings.

Mr. Fanucci asked Dr. McCann if he is proposing the 9/10-11/12 configuration for September. Dr. McCann responded yes.

Mr. Fanucci asked if it was prudent to make a move now to the 9/10-11/12 configuration. Dr. McCann said if he could he would make a move tomorrow. He said that he knows that he is ultimately responsible for all that goes on, which is why he guarantees it because he does not want the board to feel responsible. Dr. McCann said one of the biggest complaints we have all seen as educators is the transition problem from eighth grade to high school. He said the guidance counselors have some phenomenal transitional ideas that they put together in a plan. Dr. McCann said as a rule we have not done a good job addressing the incoming ninth graders and he believes by the time school starts they are going to love it. Mr. Fanucci asked if it would be fair say they will be looking at implementing ten, eleven and twelve the following year. Dr. McCann responded yes. He said he will be sending three teachers to visit a school in Elizabeth, NJ to look at their model. If they think it is something we would like then we will send a composite group from our SIT team to the school.

Dr. Mounier asked what the size is of the ninth grade population. Dr. McCann said approximately 160 students per middle school. Dr. Mounier asked how the selection would be made of the students who will be in the pilot ninth-grade academy. Dr. McCann said it would be a mixture of the population that reflects the City of Vineland with half girls and half boys.

Ms. Rios asked we if have enough space upstairs in the North building for the ninth-grade academy. Dr. McCann said we do not know that yet. Ms. Rios asked Dr. McCann if the South building was considered for the ninth-grade academy. Dr. McCann said we will think about anything that the board wants us to think about.

Mr. Fanucci asked if the building is staffed well enough administratively. Dr. McCann said CAPA recommended for more assistant principals based on the ratio of students and the board gave us two. He said that he would like to have two assistant principals downstairs on each campus and two upstairs. Dr. McCann said currently according to the CAPA recommendations we are two short. He said that having one principal has helped tremendously because you do not have competing interests.

Mr. DiGiorgio asked if there will be any Title I issues in considering this. Dr. Banks said yes there could be implications if there is no implementation of a restructuring program.

Dr. Banks said the next presentation will on Option 2.

Dr. McCann said the Option 2 Program is a great program and the best kept secret in the City of Vineland. He said since the last time we met two major changes were made to Option 2. The first change is that no college courses will be approved to replace required courses offered at Vineland High School. The second change is that the student agrees to meet and complete all the guidelines and requirements of Vineland High School Option 2 Course Program and agrees with the parent/guardian consent guidelines. No college internet courses will be approved to replace required courses offered at the high school. Dr. McCann said an excellent idea was brought up by a parent, Mrs. Wolfe, that we should consider before the course booklets go out for print. He said if a student fails one of the courses offered at the high school and it is one of the courses offered at the college does the board want to consider giving the student the opportunity to take the course to graduate. Mr. Medio said the question that this raises is that in the student's GPA does the failure count or is it replaced. He said if the failure counts he cannot imagine anyone having a problem with this. Dr. McCann said that is a valid point. Dr. McCann thanked Dr. Gruccio for all the years of meetings to get through this. He also thanked the Board of Education for listening.

Dr. Banks introduced Mr. Steve Testa from Romano, Hearing, Testa & Knorr to present the 2010-2011 Audit.

Mr. Testa said that he will explain the format and contents of reports along with related information that the board has received. He said the Comprehensive Annual Financial Report (CAFR) is the district's official annual report, which consists of four sections. The first section is an introductory section prepared by district management that discusses district goals, accomplishments and future outlook. There is a financial section, which includes the financial statements, schedules, and notes to financial statements. Mr. Testa said the financial section presents certain required supplementary information in particular a management's discussion and analysis section, which is prepared by district administration. Also included in the financial section are required budgetary comparison schedules, which begin with the original approved budget, any amendments or transfers, the final budget, the actual and any variance of budget to actual. Mr. Testa said the statistical section presents the demographic information, tax rates, debt information of the city and school district. The last section is the single audit section, which is required because the district expends more than 500 thousand each of federal and state awards. Mr. Testa said the Auditor's Management Report on Administrative Findings, Financial Compliance and Performance is the report on management and includes the audit findings and recommendations.

Mr. Testa said a two page financial summary was provided to the board with a summarization of the most important information to a school district and board. Mr. Testa said a letter was provided to the board which discusses their responsibilities with respect to the audit along with management and the district responsibilities. He said that he will review the two page summary since the CAFR is over 250 pages with too much information to go page by page. Mr. Testa said his firm is a local accounting firm so if anyone has any questions to please feel free to contact them or submit questions to Mr. Franchetta or Mr. Smith to be forwarded to him. He said with respect to the two page financial summary they are trying to show a summary of the fund balance for the general fund. The general fund balance is what the state uses to determine excess surplus. Mr. Testa said there are two ways to generate fund balance one is to have excess revenues over and above the amount budgeted and the other is to have unexpended appropriations. This year the district had excess budgeted revenues of approximately 963 thousand dollars and unexpended appropriations of approximately 9.7 million dollars for a total fund balance generated of 10.7 million dollars. During the year \$8,962,000,000 of fund balance was utilized in the budget with an adjustment of prior year encumbrances of \$527,000 Mr. Testa said the net fund balance utilized for the year is 1.2 million dollars in the year ending June 30, 2011. The district implemented a GASB 54 during the year, which essentially reclassifies some of the reporting of fund balances in the fund financial statement. Mr. Testa said in the general fund balance as of June 30, 2011 we have a non-spendable category reserved for inventory of \$512,000 and restricted for excess surplus for the current year there is 3.966 million dollars. Mr. Testa said the unreserved and undesignated fund balance amount including the final state aid payment is \$3,878,000. The unreserved undesignated fund balance allowed by statute is 2% of the general fund expenditures with adjustments for certain state revenues that were not receive by the end of the year. Mr. Testa said the total general budget fund appropriations were 163 million dollars and over 153 million dollars was spend with 94.02% of the budget expended. If the district expended the full amount of the budget, by the end of the year a cash flow situation could occur. Mr. Testa said the state is now permitting districts to borrow money if needed to meet cash flow issues.

Mr. Testa said our total revenues were \$162,462,000 and 2.6 million dollars was transferred in from the special revenue fund for the school based budgets. He said the total revenues and transfers in were 165 million dollars. The total expenditures and transfers out were \$163,826,000, which leaves an increase of 1.246 million dollars of fund balance in the general fund.

Mr. Testa said there were an unusually large number of findings this year. He said there were a number of retirements in key positions and feels a lot of things fell through the cracks. Mr. Testa said many of these findings fell in the area of execution and we need to tighten up on the performance end.

Mr. Testa reviewed the following findings:

**Finding No. 1:**

The district did not bill for underpayments and refund overpayments to sending districts for the increase/decrease in per pupil costs resulting from the certified tuition charge adjustment in the proper period as required.

**Finding No. 2:**

The district will obtain the disclosures required by Section 2 of P.L. 2005, c.271 from all applicable vendors at least ten (10) days prior to the award of the contract or issuance of the purchase order.

**Finding No. 3:**

The district will obtain a Business Registration Certificate (BRC) from vendors prior to making purchases with that vendor in an amount exceeding the amount requiring the BRC.

**Finding No. 4:**

The district will review and strengthen its controls over determining which employees are eligible for reimbursement for waiving health benefits and only reimburse those employees qualifying for reimbursement.

**Finding No. 5:**

The district will ensure that all employees who are required to contribute to their health benefits are set up to have the proper amounts withheld from their pay.



**Finding No. 6:**

“The Uniform Minimum Chart of Accounts for NJ Public Schools” will be referenced to properly classify expenditures in compliance with N.J.A.C. 6A:23a-16.2(f).

**Finding No. 7:**

District Personnel will not increase the amount of a purchase order above the original amount without having the increase approved by the School Business Administrator.

**Finding No. 8:**

The district will review the accrued compensated absences balances for employees and any amounts paid for accuracy prior to submitting the documents for audit.

**Finding No. 9:**

The district will be certain that all capital assets are added to the District’s capital asset/depreciation schedules.

**Finding No. 10:**

Asset dispositions will be authorized by Board Resolution prior to the disposition of the asset and the removal of the asset from the District’s capital asset/depreciation schedules.

**Finding No. 11:**

The district will check all vendors subject to federal procurement standards against the EPLS debarment listing prior to awarding a contract.

**Finding No. 12:**

The district in three instances, awarded contracts to NJ Department of Education approved SES providers, but the contracts did not contain a maximum or not-to-exceed dollar amount, and there was no documentation supporting the rationale as to why they qualified as noncompetitive contracts.

**Finding No. 13:**

The district will charge expenditures in the proper grant period.

**Finding No. 14:**

The district will reduce the expenditures for health benefits charges to grants by the amount of employee contributions withheld.

**Finding No. 15:**

The district will prepare certifications of employee time periodically, but not less than semi-annually.

**Finding No. 16:**

The district should reference “The Uniform Minimum Chart of Accounts for NJ Public Schools” and other available reference materials for the proper classification of expenditures.

**Finding No. 17:**

All Preschool Education Aid budget transfer requests should be approved by the Board and reflected in the Board minutes.

**Finding No. 18:**

The district will coordinate taking the physical inventory of food and supplies with personnel from the Food Management Company and record the inventory and any adjustments in the general ledger.

**Finding No. 19:**

The district will record all activity with the Food Service Management Company in the proper accounting period.

**Finding No. 20:**

All payments made to the Food Service Management Company will be broken down by the type of expense when posted to the general ledger.

**Finding No. 21:**

Student activity receipts will be deposited intact and proper supporting documentation and approvals will be maintained for all student activity cash disbursements.

Mr. Testa said since there were findings the board was required to file a corrective action plan and sent to the county superintendent’s office as soon as possible.

Dr. Banks introduced Mr. Franchetta to present an update on Quality Single Accountability Continuum (QSAC).

Mr. Franchetta said every year at a minimum each district must do a Statement of Assurances for each of the five areas of the QSAC if they are not going through the entire district performance review process.

Mr. Franchetta said since we did the District Performance Review last year for the next three years we will be only be responsible for doing the Statement of Assurances. The district's departments reviewed each section of the Statement of Assurances, which is a subset of the District Performance Review. Mr. Franchetta said you must annually certify that you are on top of the items listed in the Statement of Assurances because that is what the state feels is the most important part of the review.

Mr. Mercado questioned why a zero was listed for bus inspection citations. Mr. Franchetta said we did not receive points for that area since we had citations for the bus inspections last year. He said if you broke a rule or did not do what the state is requesting you do not receive points for the area.

Comments by  
Board Solicitor:

None.

Dr. Banks introduced and welcomed Dr. Shelly Schneider who is currently serving as our Interim Assistant Superintendent for Administration to present the Harassment, Intimidation & Bullying (HIB) Report and Suspension Report.

Mr. Medio said he there was a ruling that the Bullying Law is illegal because it was an unfunded mandate. Dr. Schneider said that she will address this issue.

Dr. Schneider said there were 40 reported HIB cases during the month of January and 13 were substantiated. She said as Mr. Medio mentioned there was a complaint filed by one of the school districts in New Jersey. The Council on Local Mandates stated that it is an unfounded mandate on the Boards of Education. Dr. Schneider said we received a letter that indicated that this council would issue a written opinion on the matter in 60 days. In the mean time we are to remain in effect with what we are doing. Dr. Schneider said there were fewer suspensions in the elementary schools and more in the middle and high schools. She said 33 students were transferred to the Cunningham Alternative School, 18 students returned to home school, 3 were denied transfer and 1 Vineland High School student request was rescinded.

Items for Review:  
A. Superintendent

**1. Personnel Items** – No discussion.

2. **Placement of Special Education Students** – No discussion.
3. **Budgetary Transfers** – No discussion.
4. **Travel** – Dr. Mounier questioned why an employee at Durand School is attending a class on Women & Diversity.

Mr. Mercado asked if reimbursement for travel is calculated from the employee's school or home to the seminar. Mr. Franchetta explained that before the reimbursement takes place the employee's daily commute is deducted.

5. **Bids** - No discussion.
6. **QSAC Statement of Assurance** – No discussion.
7. **Submission of Grant** – No discussion.
8. **Acceptance of Funds** – No discussion.
9. **Implementation of the Peer Challenge Program** – No discussion.
10. **Creative Design & Engineering Course Revision** – No discussion.
11. **Option 2 Program** – Mr. Fanucci asked if we would normally make a program effective in the middle of the year. Dr. Gruccio said it would not have an impact on seniors because they are too far into the year.

Mr. Mercado asked if this would affect juniors. Dr. Gruccio answered off the microphone. Mr. Mercado said the way this document is written will the issues be resolved for the parents who are in attendance tonight. Dr. Gruccio said the parents who are in attendance tonight have students who are seniors and it will not impact them. Mr. Mercado said it is his understanding that parents are present tonight because they have issues.

Mr. DiGiorgio asked why we cannot implement what Dr. McCann spoke about tonight. Dr. Gruccio said one piece that Dr. McCann spoke about has already been revised and is in the board packet. She said the way it is currently if a child takes a summer school course and receives an A the highest grade they would receive on their report card is a 70.

Dr. Mounier asked what the intent is concerning failure and would it be remediated without changing the GPA. He requested for this information to be distributed to the board for a vote next week.

12. **Benefitfocus Contract** – Mr. DeSanto requested for the language to read “not to exceed \$72,000.”

13. **Appointment of Staff of Federal Programs** – No discussion.

14. **Elementary School Redistricting and Opening of Max Leuchter Elementary School** – Mr. Mercado asked if the district is required to have a certain amount of preschool classrooms and if so how many. Dr. Gruccio said she does not know if there is a specific number we need to have but we are supposed to have classrooms that work in conjunction with the community. Ms. Rios asked if the state can be contacted about what their guidelines are for this district. Mr. Franchetta said there is no magic number that we must have. Dr. Mounier asked if there is any reason 100% of the student population could be sent to private providers. Dr. Gruccio said it is supposed to be a joint effort.

Mr. Medio said the board is presented with a problem and they have to solve it. He said when the board asks questions and brings up solutions they are told that the solutions are not good. Mr. Medio said last week he requested for every elementary school to be contacted regarding classrooms that were converted to office space and asked if that was done. He expressed his concern in regards to spending hundreds of thousands of dollars to change rooms over to preschool rooms and down the road not having the Almond Road building. Mr. Medio asked how many rooms the preschool providers said they would be able to provide next year when they were asked about it. Mr. English said he thinks it was seven. Mr. Medio asked if the preschool providers could be contacted and asked if they could provide more rooms next year. Ms. Rios said she will be meeting with the preschool committee the end of the month and will get those numbers.

Mr. DeSanto said he will provide the committee with the update on Almond Road.

15. **CAFR & Auditor’s Management Report for 2010-2011** – No discussion.

16. **Implementation of Audit Recommendations** – No discussion.

17. **Stipulation of Settlement** – No discussion.

B. Board

1. Funding end of year banquets. (Mr. Medio)

Mr. Medio asked if next week there will be a vote on the 9/10-11/12 configuration. Dr. Banks said yes that will be on next week’s agenda under Item B.

Mr. Medio said under banquets he did not include the VHS swim team banquet. Mr. Franchetta said the information that we were able to obtain was the cost for three different banquets for the last school year.

Review of Bills: None.

Public Comments: Jane Jannarone, Parent

Ms. Jannarone expressed her concern in regards to the Option 2 Program and requested a fair and equal ruling for all students in the class of 2012. She asked how a student in the class of 2012 can be allowed to take a class at Cumberland County College and given full weight for the class while her daughter works very hard in a Calculus AP class and is not given that weight. Ms. Rios asked Ms. Jannarone to contact Dr. Guccio after the meeting. Ms. Jannarone said she just wants what is fair and what is given to other students for her daughter. She would appreciate if the board would do some research on this issue.

Wendi Carlon-Wolfe, Parent

Ms. Wolfe thanked the board for their long deliberations in regards to Option 2. She thinks the board came up with a policy that is very comprehensive and fair across the board. Ms. Wolfe said the comments that she made to Dr. McCann about allowing students to be able to retake a course that they failed came from the model used by the Upper Deerfield School District. She feels Option 2 offers a tremendous benefit to a lot of the students and it would be heartbreaking to see a student lose their opportunity to graduate because of one course. Ms. Wolfe agrees that the decision Dr. Banks made this year to level the playing field was the right decision because it was fair across the board. She expressed her concern that nothing has been done to remedy the other situations and urged the board to do an independent audit of the top ten students. Ms. Wolfe said we need to know if class rank and GPA have been calculated accurately and fairly.

Brian DeWinne, Parent

Mr. DeWinne commended Ms. Jannarone and Mrs. Wolfe on taking an active role in their child's academic progress. He suggested using the Community School as an option for space. Mr. DeWinne said for 32 years having ninth and tenth graders in one building and eleventh and twelfth graders in the other seemed to work. He suggested coming up with a plan to make both schools one school by adding on. Mr. DeWinne also suggested an academy for the higher learning students.

Committee Reports: None.

Unfinished Business: Mr. Medio said a couple months ago he suggested having board members on the interview committees for the important positions in the district. He also wonders whether the hiring for these important positions should be postponed until we see where we are going with the superintendent search. Mr. Medio said we owe it to the public to show a philosophy and direction that we plan on taking the school district in. Ms. Rios said that topic was referred to her committee. She said Mr. Ulrich said that he would like to choose two board members to be on an Ad-Hoc committee to sit in on the interview process for each of the different positions. Mr. Medio said for example there are four businessmen on the board. He cannot imagine why you would not have the four of them on this committee. Mr. Medio asked if we are going to look for an assistant superintendent whose idea is that we have to keep everyone in school at all costs and should continue to pass students who continue to fail. Or should we hire an assistant superintendent who is going to look at educating students in a manner that fits their needs and not pass them on until they have reached the grade level that they should be on implementing strong discipline. Mr. Medio said the philosophy of the people you hire should reflect the philosophy of the board. Ms. Rios said according to Dr. Banks, Mr. Fanucci and Mr. DiGiorgio were asked to sit in on the Business Administrator interviews. Mr. Fanucci said he was never a big fan of sitting in on interviews but at this point in time it is important for the central office personnel. Mr. Fanucci said as far as postponing the hiring the human resource position sits over thousands of people and that position needs to be filled along with the business administrator position. He believes board members need to sit in on the interviews to give input back to fellow board members. Ms. Rios said she suggested to Mr. Ulrich to have a rotation so it is not always the same board members interviewing for these positions. Mr. DiGiorgio said he does not have an issue sitting in on the interviews and thought he was told that as board members they could not be involved in the interview process. He asked who will be on the interview committee. Dr. Banks said Dr. Gruccio, Ms. Greenfield, Mr. Franchetta, Mr. Olsen and along with herself are on the interview committee for the business administrator.

Mr. DeSanto said in response to Mr. DiGiorgio's question if you recall what we have discussed previously is that it is the position of the NJ School Boards Association that board members should not participate in the process. He said the thinking is that it is the superintendent's recommendation only.

Mr. DeSanto said if you have three or four board members on an interview committee you may have those board members disagreeing with the superintendent's recommendation. He wanted to clarify that the board has to develop a policy to establish this interview process.

Mr. Fanucci asked if board members had particular questions of someone applying for a position can they submit them to the superintendent. Mr. DeSanto said yes and that is also something that is in the interview process policy.

Mr. DiGiorgio asked if a board member is involved in the process are they eligible to see all the documentation that other members on the interview committee have received. Mr. DeSanto said under Commissioner's decisions the board's access to the applications and resumes is somewhat limited. He said the board can review the resume of the recommended candidate because the board has the obligation to know whether or not the superintendent's recommended candidate meets all the qualifications and hold her accountable to support her recommendation. Mr. DeSanto said he will look into Mr. DiGiorgio's question.

Mr. Fanucci said what if these interviews go past April 1<sup>st</sup> and the board has no real idea as to what is happening with Dr. Banks retirement from the district. Mr. DeSanto said that is what was accomplished earlier when there was an interim during Dr. Banks absence. He said the interim should be on every interview committee so there is a consistency.

Mrs. Phillips asked Dr. Schneider what her experience has been as far as board members being on interview committees. Dr. Schneider said the Millville Board of Education members put all of their trust in the superintendent and believed in the recommendation.

Dr. Mounier said it is his opinion as an elected representative of the public that board members should have a greater input in the selection of high ranking important personnel. He endorses the idea of having board members participate in interviews. Dr. Mounier said it is to his understanding that in other districts the procedures for hiring personnel work different from what we do in Vineland. He said a number of candidates are put forth by the superintendent and the board selects from those candidates. Dr. Mounier said there are a number of ways in which the process can be made to work. He thinks the public would be better served if the elected officials had more of a hand in the hiring process.



Mr. Mercado agrees with Dr. Mounier's comments.

Mr. Medio asked if the interviews can be postponed until there is a discussion at the March work session. Dr. Banks said she thinks that the business administrator's position is a very crucial position that needs to be filled. She said the candidates have already been contacted and interviews are scheduled for February 8<sup>th</sup>. Dr. Banks said she does not think this position should be held up and believes we should move forward at this time with the interviews. She has spoken with President Ulrich and invited two board members to sit in on the interviews.

Mr. Mercado asked if it would be possible to bring in an interim in for the Human Resource (HR) position. Dr. Banks said she can make a recommendation for an interim position but feels this is another position that needs to be filled as quickly as possible.

New Business: None.

Adjournment: The meeting was adjourned by voice vote at 9:46 p.m.

Respectfully submitted,

Kevin J. Franchetta, CPA  
Board Secretary

KJF:df

