

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 5, 2010 at 7:04 p.m., pursuant to notice with Mr. Franceschini presiding and the following members present: Mr. DeWinne, Mr. DiGiorgio, Mr. English, Mr. Fanucci, Dr. Mounier, Mrs. Phillips, Ms. Rios, and Mr. Ulrich. Absent: None.

Also present: Dr. Banks, Superintendent, Dr. Gruccio, 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.

Mr. Franceschini 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 introduced Ms. Linda Santagata, the Supervisor of Student Personnel Services, to present the Helping Hands for Haiti Collection.

Ms. Santagata said this evening we are here to acknowledge the incredible efforts that our young people made to reach out across the world to victims in Haiti. She said our children and their families with the support of the administrators and teams in each building raised \$9,356.40, which was sent to Partners in Health. She said that she is very grateful to everyone especially the children and parents who did such great work and produced an incredible product. Ms. Santagata introduced each school representative and presented them with a certificate to bring back to their building

Dr. Banks thanked Ms. Santagata for all of her hard work in coordinating this effort. She introduced Mr. Don Kohaut, Principal of Landis Middle School, to present Helping Hands from Landis.

Mr. Kohaut said tonight we are honoring Daisy Matias along with Eduardo Ayala for helping their bus driver who was trapped in their flipped over bus when the bus was involved in an accident. He said Daisy and Eduardo had to be forced to leave the bus and we are very proud of their loyalty and bravery.

Comments by

Board Solicitor:

Mr. DeSanto provided the board with an update on the Vineland High School track. He said since the last board meeting he has had several conversations with the bonding company and Mr. Weaver.

Continued

Mr. DeSanto said on Monday afternoon he along with Mr. Weaver will be meeting with the bonding company and contractor at the track. Next Wednesday Mr. Weaver and the maintenance department will begin the tear off of the existing track surface. We anticipate for Mr. DeGeronimo to complete the specifications within the next couple weeks so a bid package can be ready to present to the board for their consideration. Mr. DeSanto said if the bid package is acceptable to the administration and board the award and work could be done by the end of August, if outdoor temperatures are not an issue.

Mr. DeSanto said under the School Ethics Act we are required to have a board in-service each year. Over the years he has traditionally gave a brief presentation at the May board meeting highlighting the Code of Ethics. Mr. DeSanto said he also does a presentation on the Sunshine Law and its impact upon the board. He is proposing to give the Code of Ethics presentation at the May meeting and the Sunshine Law presentation at the June Meeting.

Items for Review:

A. Superintendent

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 Qualified Purchasing Agent** – No discussion.
6. **Appointment of Legal Depositories** – No discussion.
7. **Appointment of Bank Depositories** – No discussion.
8. **Appointment of Daniel M. Smith to fill the following positions in the absence of Kevin J. Franchetta for the period July 1, 2010 to June 30, 2011: a. Board Secretary, b. Custodian of School Records, c. Contracting Agent, d. Transfer/Investment of funds at authorized district depositories** – No discussion.
9. **Appointment of Conscientious Employee Protection Act Contact Person** – No discussion.

10. **Appointment of American Disability Act Coordinator** – No discussion.
11. **Appointment of Right to Know Officer** – No discussion.
12. **Appointment of Integrated Pest Management Coordinator** – No discussion.
13. **Appointment of Indoor Air Quality Designee** – No discussion.
14. **Appointment of PEOSHA Officer** – No discussion.
15. **Appointment of Asbestos Management Officer** – No discussion.
16. **Appointment of Chemical Hygiene Officer** – 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 Receivable** – No discussion.
20. **Appointment of Insurance Broker** – No discussion.
21. **Appointment of Official Newspapers** – No discussion.
22. **Tuition Agreements for Homeless Students** – No discussion.
23. **Recognition of Bargaining Units** – No discussion.
24. **Approval of Annual Travel Stipends** – Dr. Mounier asked if the annual travel stipend is a flat fee for the course of the year. Dr. Banks said it is not to exceed that amount of money. Dr. Mounier asked if the money is not used would the balance remain. Dr. Banks said that is correct.

Mr. DeWinne asked how travel is submitted for reimbursement. Mr. Franchetta said it is a fixed monthly amount, which is taxable to the recipient.

Dr. Mounier asked if vouchers are submitted. Mr. Franchetta said no. Dr. Mounier asked how do we know if it is actually being spent. Mr. Franchetta said it is for travel within the district for any seminars or meetings attended in the county or state. He said the IRS refers to it as a non-accountable plan.

Mr. DiGiorgio asked if travel is out of the district could the individual submit for those miles. Mr. Franchetta said yes and this would cover any other travel.

25. **Establishment of Petty Cash Funds** – No discussion.
26. **Approval to Participate with Colleges/Universities for student teaching, practicum, field internships and observations** – No discussion.
27. **Approval of Textbooks and Courses of Study** – Mr. English said Adult Education and Small Learning Communities were listed so can we assume they are still in place. Dr. Banks said the Small Learning Communities are most definitely still in place and the Adult Education Program depends on what happens with the outcome of the budget.
28. **Date, Time and Place of 2010 Commencement Exercises** – No discussion.
29. **Approval of Dates, Time and Place of Open Work Sessions and Regular Monthly Meetings** – No discussion.
30. **Approval of Hourly Rates for Substitute Personnel for the 2010-2011 School Year** – Mr. DeWinne asked if these rates are per contract or just our going rate. Dr. Banks said this is the daily substitute rate.

Mr. DeWinne questioned how other businesses get to do business with the Vineland School District and asked if there is a reason that the solicitor is not listed with the appointees. Dr. Banks said an addition was made at the end of the agenda for the solicitor and there will be other recommendations on the June agenda. Mr. Fanucci said the Finance Committee discussed the Request for Proposal idea and concept. He said for a variety of reasons we did not get a full response back from the entire board to complete that process. Mr. Fanucci said we will look at that issue again and he requested for Mr. Franchetta to forward the email out to include our new board members for their input.

31. **Personnel Items** – Mrs. Phillips recognized, thanked and wished the retirees all the best in their retirement.

Mr. English asked if we will be filling the positions of Ms. Gilmore, dietician and Mrs. Holt, Food Service Supervisor. Ms. Greenfield said currently we will not be filling Ms. Gilmore's position and Mrs. Holt is not retiring until later this year. Mr. English asked if we need a dietician. Ms. Greenfield said that is something that would have to be discussed. Mr. DeWinne asked if we are required by the state to have a dietician. Ms. Greenfield said she does not think we are required by the state. Mr. Fanucci said some of those issues may be addressed when the Request for Proposal is finished for kitchen management services. Ms. Greenfield mentioned that we have a freeze on hiring replacements for anyone since February 1.

Continued

Mr. English asked if we are going to fill some of the positions caused by retirements. Ms. Greenfield said that she does not know. Mr. English asked if the person on the agenda being hired to replace the secretary to the superintendent is getting promoted within the district. Ms. Greenfield said no that position is exempt from Civil Service and the person who is being recommended was previously employed with the district for a number of years. Mr. Ulrich asked why this individual is starting on Step 8. Ms. Greenfield said based on previous experience and in relationship to the other secretarial assistants in the building.

Mr. Fanucci said Mrs. Rafferty is a great lady and he wished her a happy retirement.

Dr. Mounier asked what the criterion is for determining if a leave of absence is with or without pay. Ms. Greenfield said if all appropriate documentation is submitted and the individual has sick leave available the leave is with pay if they do not submit appropriate documentation then the approval is without pay. She said if an individual has to amend their date they may be out of sick leave and will be without pay. Dr. Mounier asked if to some extent it is determined by contractual arrangement. Ms. Greenfield said not really. Mr. Ulrich mentioned that there is a paid Family Leave Act that can be applied for under the state. Dr. Mounier asked what the abbreviation “Ext” means on the agenda. Ms. Greenfield said extended.

Ms. Rios asked if people have already received notices if their position is being abolished. Ms. Greenfield said for the most part they all are aware and after board approval the letters will be sent. Ms. Rios asked if the letter states that they will be completely terminated or that the possibility exists that they may be. Ms. Greenfield said the letter is specific in terms of the non-tenures and tenured staff that their position is eliminated.

Mr. Ulrich mentioned that the reductions in force notices are pretty much an annual occurrence at this time of the year.

Ms. Rios asked if information has to be submitted to the board in advance when someone is not going to be reappointed or terminated. Ms. Greenfield said there is a process in place for people to follow.

32. **Reasonable Assurance of Continued Employment for Substitute and Federally Funded Program Personnel** - No discussion.
33. **Submission of Proposed Reduction in Force Plan to the NJ Department of Personnel**
No discussion.

34. **Approval to Notify Non-Tenured Professional Personnel that they will not be offered a contract for employment for the 2010-2011 school year – No discussion.**
35. **Approval to Notify Non-Tenured Assistant Principals of the Abolishment of their positions effective at the close of business on August 31, 2010 – No discussion.**
36. **Approval to Notify Non-Tenured Professional personnel they are not recommended for reappointment for the 2010-2011 school year because of lack of supervisory-level recommendations – No discussion.**
37. **Approval to Notify Tenured Professional staff of the abolishment of their positions effective at the close of business on June 30, 2010 – No discussion.**
38. **Approval to Notify Tenured Assistant Principals of the abolishment of their positions effective at the close of business on August 31, 2010- No discussion.**
39. **Approval to Reappoint Non-Tenured Supervisors and Principals for the 2010-2011 School Year – No discussion.**
40. **Abolishment of 12-Month Assistant Principal, Elementary School; 12-Month Assistant Principal, Middle School; 12-Month Assistant Principal, High School effective August 31, 2010 at the end of the business day, for reasons of economy, reduction in the number of pupils, change in the administrative or supervisory organization, and/or other good cause – No discussion.**
41. **Abolishment of 12-Month High School Guidance Chairperson; 12-Month Coordinator of District Testing; 12-Month Technology Coordinator; and, 12-Month Middle School Guidance Chairperson effective August 31, 2010 at the end of the business day for reasons of economy, reduction in the number of pupils, change in the administrative or supervisory organization, and/or other good cause – No discussion.**
42. **Placement of Special Education Students – No discussion.**
43. **Budgetary Transfers – Dr. Mounier asked for an explanation on how the transfers are presented. Mr. Franchetta said he will have Mr. Musterel from the accounting department reword this to make it more understandable.**
44. **Submission of Grants – No discussion.**

45. **Bids** – Mr. DeWinne asked if we looked into other transportation companies to do the non-public and public routes or are we just accepting the same cost from the prior year for the company we currently do business with. Mr. Franchetta said he thinks we just elected to renew them. He said due to our location and size this bus service is unfortunately one of the only games in town. Mr. DeWinne asked in regards to the fuel bid would it be possible to allow fuel trucks into our yard. Mr. Fanucci asked if we ever discussed possibly housing our own fuel facility. Mr. Franchetta said years ago we did have our own fueling station at West Avenue and because of the changes in laws and environmental issues we felt it was best not to be in that business. At one point we looked into going in partners with the city but the issue was that there was not enough area at their garage for the buses. Mr. Fanucci asked if was possible to bid collectively together with the city. Mr. Franchetta said we can have discussions with the city on that. He said in regards to Mr. DeWinne’s question we did bid the diesel fuel out with two options and the second option was for the vendor to come to our site and fill the buses each night. Mr. Franchetta said three vendors showed interest but none of them submitted a bid for that option. He said currently there is a contractual issue with our drivers if we wanted to switch the method because our drivers are currently compensated for fueling and taking care of their buses.
46. **Travel** – No discussion.
47. **Submission of 2010 ARRA Title I Amended Application-** No discussion.
48. **Comprehensive Equity Plan** – No discussion.
49. **Butler Avenue School Long Range Facilities Plan** – Mr. Franceschini asked what the plans are for Butler Avenue School. Mr. Franchetta said the mayor would like to use the site for a water tower. Mr. Franceschini asked if nurses were in that building previously. Mr. Franchetta responded yes.
- Mr. Ulrich asked if a water tower was supposed to be in the neighborhood of the new school. Mr. Franchetta said it was going to be put on the property of Middle School #2 but they need to move forward with this and are looking at the Butler Avenue site instead. Mr. Ulrich asked if this will impact Middle School #2. Mr. Franchetta said Middle School #2 is still in a holding pattern.
50. **Free Breakfast and/or Lunch for Private School Students with Disabilities** – No discussion.
51. **Catapult Evaluation and Determination of Eligibility Services Agreement** – No discussion.

52. **Catapult IDEIA Agreement** – No discussion.
53. **Catapult Chapters 192 & 193 Agreement** – No discussion.
54. **Three Year District Technology Plan** – No discussion.
55. **Sabater School as American Red Cross Mass Shelter** – No discussion.
56. **Final Exam Schedule for VHS and Cunningham Alternative School** – No discussion.
57. **VHS 2010-2011 Bell Schedule** – No discussion.
58. **Summer 2010 Programs** – Mr. English asked if we were told by the County Superintendent that we had to have summer school. Dr. Banks said that is correct. Mr. English asked if that was a done deal. Dr. Banks said yes we can not deviate from that at all.
59. **Appointment of Solicitor and VEA Negotiator/Alternate Counsel** – No discussion.
60. **First Reading of Revised and Updated By-Laws, Policies & Regulations** – No discussion.

- B. Board
 1. None.

Review of Bills: None.

Public Comments: Robert Hoff, VHN Teacher
Mr. Hoff spoke on behalf of Mr. Jim Smith the School to Careers Coordinator.

Dr. Banks wanted to clarify that we are not eliminating the School to Career Program the current proposal is to redistribute the work assignment of the individual.

Mr. Ulrich said Mr. Smith is well respected and the accolades of his program have been brought to the board many times.

Anna DeNovellis, Wawa NJ Recruitment Specialist
Ms. DeNovellis congratulated the newly elected board members along with Mr. Franceschini and Mr. Ulrich. She spoke on behalf of Mr. Jim Smith the School to Careers Coordinator.

Sarah Iwanshanko, VHS Senior

Ms. Iwanshanko spoke on behalf of Mr. Jim Smith the School to Careers Coordinator.

Louis Bramante, VHS Automotive Instructor

Mr. Bramante spoke on behalf of Mr. Jim Smith the School to Careers Coordinator.

Mary Beth Banko, VHS Teacher

Ms. Banko spoke on behalf of Mr. Jim Smith the School to Careers Coordinator.

Alexandra Hart, VHS Senior

Ms. Hart spoke on behalf of Mr. Jim Smith the School to Careers Coordinator.

Andrea Hanby, VHS 2009 Graduate

Ms. Hanby spoke on behalf of Mr. Jim Smith the School to Careers Coordinator.

Ms. Ayala, VHS 2005 Graduate

Ms. Ayala spoke on behalf of Mr. Jim Smith the School to Careers Coordinator.

Leiha Maria Ayala, VHS 2006 Graduate

Ms. Ayala spoke on behalf of Mr. Jim Smith the School to Careers Coordinator.

Priscilla McCoy, Executive Director of Rescue Community Programs

Ms. McCoy spoke on behalf of Mr. Jim Smith the School to Careers Coordinator.

Karen Malatesta, Assistant Principal of Petway Elementary School

Mrs. Malatesta welcomed the new board members, Mr. English and Dr. Mounier and presented them with the official Petway Elementary School t-shirt.

Ernie Marcacci, Vineland Resident

Mr. Marcacci spoke on behalf of Mr. Jim Smith the School to Careers Coordinator. He questioned how the board is going to find the money to repair the track. Mr. Marcacci asked when the surface is removed from the track can the track be used. Mr. Franceschini said we cannot comment on that.

Joseph Camardo, Principal of Adult Education Center

Mr. Camardo congratulated Mr. Franceschini and Mr. Ulrich along with the two newly elected board members. He spoke in support of how vital the programs at the Adult Education Center are to our community.

Jim Smith, School to Careers Coordinator

Mr. Smith spoke in support of the Workforce Investment Act (WIA) Program.

Noel Panichella, VHS Teacher

Ms. Panichella expressed her concern in regards to who is going to run the high schools in the summer with the change in the structure of the assistant principals.

Aaron, VHS Student

Aaron spoke on behalf of Mr. Jim Smith the School to Careers Coordinator.

Committee Reports: Mr. Franceschini announced the following committee members:

Buildings & Grounds

Diamaris Rios (Chair)
Scott English
Anthony Fanucci
Brian DeWinne

Policy & Personnel

Tom Ulrich (Chair)
Alan Mounier
Frank DiGiorgio

Curriculum & Technology

Pat Phillips (Chair)
Diamaris Rios
Alan Mounier

Finance

Anthony Fanucci (Chair)
Brian DeWinne
Pat Phillips
Frank DiGiorgio

Mr. Fanucci announced that the Finance Committee meeting will be held on Monday, May 10 at 6:00 p.m.

Mr. Ulrich announced that the Policy & Personnel Committee meeting will be held on June 2 before the work session.

Mrs. Phillips said the Curriculum & Technology Committee meeting will be held on June 9 before the regular board meeting.

Ms. Rios said she will email the members of the Buildings & Ground Committee to see if this Tuesday would be good to meet.

Unfinished Business: Mr. DeWinne said he believes the track is the only capital improvement line item on the budget in the amount of \$250,000. He asked if that amount was enough to cover the excavating/renewal and was told that it was enough.

Mr. DeSanto said Mr. Weaver has been in communication with Mr. DiGeronimo and Mr. Weaver proposed a two inch overlay on the asphalt base, which is probably \$40,000. He understands that the \$250,000 estimate seems to be well within the expectation in terms of the track. Mr. DeSanto said we are doing the removal on our own so there would be no expense there and the difference would be the increase cost for the material in today's economy and the additional \$40,000 for the two inch overlay. Mr. DeWinne said there is also the disposal costs for the existing surface. Mr. Ulrich said that does not include any potential reimbursement from the bonding company. Mr. DeSanto said yes if we cannot resolve things totally or partially then some time down the road that would be a matter of the board funding and advancing the money.

Mr. DeWinne asked what would be the timing process on the 2010-2011 budget if we were going to make changes and possibly reinstate positions. Mr. Franchetta said we can make budget transfers at any time. Dr. Banks said it is very possible that we could go into the summer having to make decisions with regards to positions and individuals. We are still waiting to hear from Civil Service in terms of the seniority list. Mr. DeWinne asked about the positions that are slated to be cut. Dr. Banks said statutorily we have to do what we have to do in May and nothing but what the current proposals are will happen in May. Dr. Banks said after the meeting with City Council we can start to look at programs and staff, which the earliest would be June. We are also going into negotiations with all of the bargaining units as well. Dr. Banks said we will probably go into the summer not having this resolved.

Mr. English asked if it was a done deal that one principal will run both high schools. Dr. Banks said yes that was acted on. Mr. English said he is worried about the safety issue. Mr. Franceschini said that was discussed and administration feels that we are still in the safe zone.

Mr. DeWinne thanked Mr. Smith for teaching life skills because that is something that is priceless and you cannot put a price on.

Mrs. Phillips said yesterday was National Teachers Day and she wanted to recognize and commend all the teachers for the job they do every day for our children. She said last month we celebrated Secretaries Day and Nurses Day will be next week. Mrs. Phillips said they are all very special people who work very hard for us. She thanked Caitlin Cavagnaro and Christina Peters for the great job they did at Winslow School on Bubbles for Autism. She announced that the Petway Players put on *Aladdin*, which was amazing. Mrs. Phillips thanked all of tonight's speakers.

Mr. DiGiorgio said he does not know Mr. Smith but has heard good things about the program. He said unfortunately sometimes budget issues impact good programs and people. Mr. DiGiorgio thanked all the speakers for their support of that program.

Mr. Fanucci said Springfest will be held at Mennies Elementary School on Saturday from 10:00 a.m. to 1:00 p.m.

Mr. English thanked all the Junior National Honor Society students from Veterans Memorial School for working the car wash was this past Saturday. He said a great job was done by staff, students and families at Winslow Elementary School for attempting to break the world record for simultaneously blowing bubbles for one minute to raise autism awareness for the school and community. Mr. English announced that yesterday was National Teachers Day and he thanked all the past and current teachers in the district. He asked if there is a protocol that he has to follow in order to go into the schools to speak with the students and teachers. Mr. Franceschini said there is a protocol. He said you would have to contact the superintendent to let her know that you wish to visit the school and the superintendent would contact the principal to make an appointment.

Mr. Fanucci said this weekend he had the pleasure of attending a Mini Wrestling Program at Maurice Fels School and our donation of that school was greatly appreciated. He encouraged the community to support the Mini Wrestling Program and if anyone would like to offer assistance or donations to please call Dale Elbeuf at the city.

Mr. Ulrich said tonight we witnessed what is good about our schools. He said to have students come up one after another about a teacher exemplifies the connection they made with that teacher and he salutes Mr. Smith.

Mr. Franceschini thanked everyone for their support of the board.

New Business: None.

Adjournment: The Board adjourned to executive session at 9:07 p.m.

Respectfully submitted,

Kevin J. Franchetta, CPA
Board Secretary

KJF:df