

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, July 6, 2011 at 7:04 p.m., pursuant to notice with Mr. Ulrich presiding and the following members present: Mr. DiGiorgio, Mr. English, Mr. Medio, Mr. Mercado, Dr. Mounier, Mrs. Phillips and Ms. Rios. Absent: Mr. Fanucci.

Also present: Dr. Guccio and Dr. Elliott, Assistant Superintendents, Mr. Franchetta, Board Secretary, Mr. DeSanto, Board Solicitor, Mrs. Polof, Director of Special Education, press and public. Absent: Dr. Banks, Superintendent and Ms. Greenfield, Executive Director of Personnel.

Mr. Ulrich 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. Guccio and Mr. Franchetta presented the QSAC Final Report for the 2011-2012 school year.

Dr. Guccio said the New Jersey Quality Single Accountability Continuum (NJQSAC) is the Department of Education's Monitoring and Evaluation System. She said the purpose of QSAC is to measure and improve school district performance in meeting state standards and to ensure that all districts operate at a high level of performance. Dr. Guccio said there are five categories in the report and the evaluation takes place every three years. She said if any area receives an 80% or below an action plan is required to complete for approval by the state. Dr. Guccio said the five categories are Instruction and Program, Fiscal Management, Operations, Personnel and Governance. She said the two areas we did not receive 80% in are Instruction & Program and Governance. Dr. Guccio explained that there are six sections in Instruction & Program and we did not make the correct amount of points in Student Performance, Mandated Programs and High School/Graduation. She explained each of the action plans for the categories that were below the performance level.

Mr. Franchetta said tonight he is representing Ms. Greenfield, in her absence, to discuss the Personnel category of the QSAC Report. He said in the Personnel category of the QSAC Report the personnel department rated themselves a 100 in the self evaluation process and the county office concurred with them. Mr. Franchetta said the five sections in the Fiscal Management District Performance Review are Budget Planning, Financial and Budgetary Control, Annual Audit, Restricted Revenues and Efficiency.

Mr. Franchetta said in the self evaluation process of the Fiscal Management category we scored ourselves a 95 and the county office reduced us by 5 points in the area of Financial and Budgetary Control due to an audit comment that has been corrected. He said the five areas in the Operations category are Facilities, NJSMART, Student Conduct, School Safety and Security, Student Health and Student Support Services. Mr. Franchetta said our points were reduced in the area of Facilities due to two schools missing their monthly fire drill and in the area of Student Conduct, School Safety and Security our points were reduced by one because of the bus violations we received last June. Mr. Franchetta mentioned that the state is looking to streamline the NJQSAC process to make it more user friendly.

Dr. Gruccio introduced Mr. Ulrich to present Josue Feliciano with his high school diploma.

Mr. Ulrich said it is his honor to award this diploma to Josué Feliciano who missed his high school graduation because he was competing in a skill challenge for welding.

Mr. Feliciano thanked the board for making it possible for him to attend the Skills USA National Competition.

Mr. English said he has seen Josué's work and it is really outstanding. He said it is students like Josué that make him fight for career readiness.

Mr. Mercado congratulated Josué's and said he makes him proud to be a board member.

Mr. Ulrich thanked Josué's parents for giving him the support.

Dr. Gruccio introduced Mr. Robert DeSanto, Board Solicitor, to give a presentation on Ethics.

Mr. DeSanto said Title 18A sets forth numerous requirements and standards known as the School Ethics Act that regulates the conduct of school officials. He said those who are covered under the school ethics are board members and any certificated administrator and non-certificated administrator who make recommendations regarding purchasing or hiring of personnel. Under the administrative code each district board of education is required to discuss the School Ethics Act and Code of Ethics with school board members at a regularly scheduled public meeting annually.

Mr. DeSanto said each board member is required to sign an acknowledgement that they read the Code of Ethics and understand it. He reviewed each of the definitions and conflict requirements that are evaluated in the School Ethics Act along with each Code of Ethics.

Mr. English asked if before a vote is taken can a board member request to see the qualifications of the person being recommended or a position. Mr. DeSanto responded yes you can see the resume of the recommended candidate.

Comments by

Board Solicitor:

Mr. DeSanto said he would like the opportunity to speak to the board regarding the Sodexo contract. He requested for a resolution to be passed next week to retire into executive session to discuss the contract. Mr. Ulrich asked if this could be discussed tonight in executive session. Mr. DeSanto said we do not have a resolution permitting us to go into executive session tonight. He explained that a few months ago there was a case that directed public bodies to be more specific in their executive session resolution.

Items for Review:

A. Superintendent

1. **Personnel Items** – Mr. Mercado asked if we are still accepting applications for new substitutes. Dr. Guccio said to her knowledge it was posted and has closed.
2. **Placement of Special Education Students** – No discussion.
3. **Budgetary Transfers** – Mr. DiGiorgio asked for an explanation on the health to social security contributions transfer. Mr. Franchetta said one is for social security contributions and the employee's share of FICA that is paid on Public Employees Retirement System (PERS). The other transfer is the PERS pension contribution. Mr. Franchetta said the health benefits transfer is what is budgeted for state health benefits, prescription, vision and dental.
4. **Travel** – Mr. DiGiorgio asked what iPad development is for. Dr. Guccio said it is professional development for the principal. Mr. Ulrich said the iPads work off of a wireless network but our schools do not. Mr. Franchetta said we are working on that. Mr. Ulrich asked if this is something that we can use funds through E-rate. Mr. Franchetta said we are working on establishing wireless throughout our schools.

Mr. English asked why freshman boys/girls soccer is not listed under fall sports. Dr. Guccio said she does not know and will ask Mr. Robbins.

Mr. DiGiorgio asked if the field trips that are being approved tonight are for summer school programs. Mr. Franchetta said yes.

5. **Bids** – Mr. Ulrich asked if Pearson was for textbooks. Dr. Guccio said no it is for Successmaker and instructional software.

Mr. English asked where the money goes for change order #6. Mr. Franchetta explained that since it is last year's purchase order it will fall into fund balance.

6. **Submission of Grants** – No discussion.
7. **Temporary Facilities for 2011-2012** – Dr. Mounier asked if we could use Butler and Fels Schools. Mr. Franchetta said no we are turning those schools over to the city but we do have East Vineland, South Vineland and Oak & Main that are small available schools. Mr. Ulrich questioned if these schools can be utilized for the components that have to be taught.
8. **Toilet Room Facilities Waiver** – Mr. English asked how a new school could not have the proper toilet facility. Dr. Guccio said if they need an additional kindergarten room it may not originally have been designed for that use.
9. **Glassboro Joint Transportation Agreement** – Dr. Mounier asked if this should be for the 2011-2012 school year. Mr. Franchetta said the contract is initiated by the other district and sometimes by the time we receive the paperwork it is passed the date.

Mr. English asked if this was for one student. Mr. Franchetta said yes for one student. Mr. English asked what Glassboro offers that we do not. Mr. Franchetta said it could be for homeless or special education students.

10. **Pathstone Child & Family Development Agreement** – Dr. Mounier asked what the cost is. Mr. Franchetta said he does not think there is a cost but will look into it.
11. **Bayada Nurse Contract** – Mr. Ulrich asked where these nurses are located in the district. Mr. Franchetta explained that these are students whose IEP's or 504 Plan require that they have nursing services. Mr. Ulrich asked when we would use a Bayada Registered Nurse (RN). Mr. Franchetta said we have never used an RN we basically employ LPN's with Bayada.

Mr. Mercado asked if this was put out for bid. Mr. Franchetta said no it is a professional service and they are licensed. Mr. Ulrich said we can research this.

Mr. Medio asked if this is one LPN per student. Mr. Franchetta said yes.

Mr. Medio asked if there was a way to have more than one student per LPN. Mr. Franchetta said most of the time the students are not in the same school or classroom. Mr. Medio asked if the LPN is required to sit next to the student. Mrs. Polof explained that nursing services are provided as one on one services to students. She said we are refunded a percentage of the cost through extraordinary services at the end of the year.

Mr. Ulrich asked if the amount listed may not be the entire amount spent. Mr. Franchetta said it is not uncommon for these students to start the year with us and then leave.

Mr. English said it would be good to bid this out. Mr. Ulrich said hopefully with the posting of our new purchasing agent our goal can be to become more actively involved with the bidding process.

12. **Atlantic County Vocational School Contract** – Dr. Mounier asked if this is a second take on the retro-active contract. Mr. Franchetta said the rule with tuition contracts is he who gets the money makes the contract.

13. **Salem County Special Services Agreement** – No discussion.

14. **School Tax Requisition to City** – No discussion.

15. **Resolution for Butler Avenue and Maurice Fels School** – Mr. Medio said he will not vote to give or sell these schools to the city. Mr. Franchetta said the city wants to place a water tower on the Butler Avenue School property. Mr. Medio said that is a good idea and he would vote for that. Mr. Ulrich said the Vineland Recreation Commission has been leasing Maurice Fels School at a \$1.00 per year for their mini wrestling program.

Mr. Mercado asked if the language in this contract is similar to the language in the Park Avenue School contract.

Mr. DeSanto there was a bad experience in the past where a school was granted to the city and the program that the city acquired the school for did not come to fruition. He said the city sold the school. Mr. DeSanto suggested putting in specific language where the property would revert to the board of education in the event that the public purpose is not satisfied. Mr. DeSanto said he will work this out with the city solicitor so the reverter language is included.

Dr. Mounier suggested doing a thorough photographic record of the schools for historical purposes before they are torn down or altered. Mr. DeSanto said unless the buildings are on the historic registry we would have to provide these conditions as part of the conveyance. Dr. Mounier said before we transfer ownership there should be some accommodation made to record the historic value of the building.

Mr. DiGiorgio asked if there is any other school outside of Landis School that is deemed historic. Dr. Mounier said they all are in the context of our community but not in the context of the national register.

Mr. Ulrich asked Mr. DeSanto to add a general use addendum to the contract.

16. **Federal Programs Staff** - Mr. Ulrich asked if this is a reimbursement grant. Mr. Franchetta said no this is a federal requirement for the board to recognize employees whose salary is charged to a federal grant.

17. **Bus Evacuation Drills** – No discussion.

18. **Substitute Personnel Hourly Rates** – Mr. Mercado asked if a vice principal is out for one day is the position filled. Mr. Ulrich said no substitutes are only utilized for supervisory positions on an extended leave.

Dr. Mounier asked if it is possible to list the current rates as well as the proposed rates. Mr. Franchetta said the only change is the addition of the mechanic and mechanic helper's rate.

Mr. Ulrich said that the rates are constantly being changed if the district feels there is a need.

19. **Meal Prices 2011-2012** – Ms. Rios asked if there are increases. Mr. Ulrich said ten cents.

Mr. English asked if the increase is only for the meals that the students pay for. Mr. Franchetta said correct. Mr. English asked if a la carte prices have not changed for the past four years. Mr. Franchetta responded no. Mr. English asked why we do not change the a la carte prices. Mr. Franchetta said we could look at that. Mr. English said he understands that more students buy a la carte then regular lunch and paying students struggle to come up with the regular price now. Mr. Ulrich said we are in a deficit situation and we have to decide what is going to be the acceptable deficit. He said this equates to about \$28,000.

Mr. DiGiorgio said this is an option that can be discussed. He said you may be able to generate more money from the a la carte menu then the lunch.

Dr. Mounier said it is troublesome to him that the people who are paying for the meals are the ones being asked to pay the extra dime and everyone else gets a reduced meal or eats for free.

Mr. Ulrich said the federal government is going to require that districts have a set minimum lunch price. He said we are going to have to increase our lunch prices because most of our money for reimbursement is coming from the federal government. Mr. Ulrich said the board will have an opportunity in executive session to discuss this with Sodexo who will have their representatives present.

Ms. Rios asked if this will be on for a vote next Wednesday. Mr. Ulrich said yes. Mr. Franchetta said if we do not approve the increase in July then we will miss the window because the applications are mailed to students in August with the prices on them.

Mr. DeSanto asked if we have a resolution for executive session next week. Mr. Franchetta said we will pass one. Mr. DeSanto said next week the board can retire into executive session at 7:00 p.m. to discuss the Sodexo contract, which will be relevant to the vote. Mr. Ulrich asked if starting the meeting at 6:30 would be enough time to discuss this issue. After discussion the board was in agreement to start next week's meeting at 6:30 p.m.

Mr. DiGiorgio mentioned that about a week ago there was an article in the *Atlantic City Press* about the flaws of the lunch applicant system.

Mr. English personally feels that everybody should have free and reduced lunch.

Mr. Ulrich said the Universal-Free Breakfast Program is going to be offered to students in September, which will generate some additional revenues because of the reimbursement rates from the federal government. Mr. English requested to see the Finance Committee meeting minutes where this was discussed. Mr. Ulrich said he was told that the minutes are being prepared and will be given out.

20. **Hallssey Corporation Lease** – Dr. Mounier asked how long this lease was. Mr. Franchetta explained that when the lease was approved the minutes reflected November 30, 2013 in error instead of November 30, 2012. He said this is just correcting the minutes not changing the lease. Dr. Mounier asked if we have other space to utilize in the future for classrooms and storage. Mr. Franchetta said currently we are locked in for the three year period.

Mr. English asked what the yearly cost is on this lease. Mr. Franchetta said \$222,000.00.

Mr. DiGiorgio asked why the lease runs outside of the school year. Mr. Franchetta said he is not sure why. Mr. Medio said he thinks when the school year ends in June and the lease expires you have three or four months to empty the building out.

21. **Contract for Assistant Superintendents and Business Administrator for 2010-2011** – Withdrawn by Superintendent
22. **Contract for Assistant Superintendents and Business Administrator for 2011-2012**– Withdrawn by Superintendent
23. **Indemnity Agreement** – Mr. DeSanto explained that as part of the conveyance of the school grounds to the board of education the city did a cleanup of some ground water contamination at that area. He said the approval plan requires the well to ground water to be monitored for a period of time. Mr. DeSanto said Mr. Weaver indicated that as part of the arrangement back then the city would do the clean up and we would do the monitoring. This agreement indicates that the city would indemnify us and we would indemnify the city in the event of any problem, injury or accident as a result of this activity.

- B. Board
1. None.

Review of Bills: No discussion.

Public Comments: Wendi Carlon-Wolfe, parent
Mrs. Wolfe said in regards to the use of the Bayada nurses she hopes that the board would encourage the utilizing of Rosolyn Williams, Nursing Supervisor, to look at each individual case to see if a one on one nurse is essential.

Mr. Franchetta said that Ms. Williams is involved in this.

Mrs. Wolfe expressed her concern that the Option #2 Program at Vineland High School is a means of manipulating honors status, class rank, grade point average and issues associated with equitable access. She said all of these areas have not yet been addressed or clarified by this administration. Mrs. Wolfe feels in order to implement Option #2 in Vineland in a fair and equitable way the following needs to be done. Specify that all of the courses required for graduation be taken at Vineland High School and courses taken by non-traditional means such as college/internet courses or work study community service should be entered under the student's transcript for credit as a pass/fail. Mrs. Wolfe said no student at Vineland High School should have to take a course outside of Vineland High School in order to remain academically competitive. Mrs. Wolfe also expressed her frustration and dissatisfaction as a parent in regards to parental involvement. She urged the board to direct Dr. Banks to be the district leader inviting and welcoming parental involvement.

Lee Burke, Vineland Resident

Mr. Burke said he believes that all the board members strive to understand the law as explained by Mr. DeSanto in his ethics presentation. He suggested listing the Code of Ethics on the district website as part of showing the ethical concerns of the board and administration. Mr. Burke said he attended the presentation given by Appraisal Systems Inc. (ASI) the company that will be conducting the re-evaluation of the entire city. He asked the board and members of the public to go to their website www.asinewjersey.com to understand some of the questions.

Committee Reports: Ms. Rios said at the June 6, 2011 Early Childhood Committee meeting they met with the providers to review the registration process and many of their concerns were brought up. Ms. Rios said due to Wrap funding diminishing throughout the state the providers are not receiving the income that they use to receive. Ms. Rios said because of the change in the registration process spots are not 100% filled. The providers need funding now to pay for bills incurred throughout the summer and their contract states that they are to be paid by the Department of Education in September of each year. Ms. Rios said Dr. Elliott asked each provider to submit their high priority bills to the district. Ms. Rios said Dr. Elliott will submit the bills to the Department of Education to see if there is a solution to their problem. She said that busing has become a concern and some students are being picked up late and staff has to stay with the students until the bus comes to pick them up. The providers have to pay extra for having their staff stay later. Ms. Rios said Mr. Franchetta will address this issue with Sheppard Bus Service.

Ms. Rios said discussed at the Personnel & Policy Committee meeting held in June was the posting of the purchasing agent position. Said also discussed was policy #2414 which is programs, high poverty and high need school districts. The reclassification of three personnel staff members was discussed and it will be on the agenda in August. Ms. Rios said by implementing these changes there will be a total savings in the personnel department of \$25,000. She said policies #7430, #2431.4 and #2431 were also discussed.

Unfinished

Business:

Mr. Mercado said several weeks ago the master schedule was discussed and they were told it was 99% complete. He asked how we are doing with that. Dr. Guccio said when Dr. Elliott referred to the 99% she was speaking about students who have selected their courses. She said the actual schedule is not complete and we have been working with a master scheduler who has been in the district about four times working strictly with the high school administration.

Mr. English said he noticed another math teacher resigned and asked if we are connected with Rowan University. Dr. Gruccio said she contacted Rowan and asked that every student who is graduating with a math degree receives our postings. Mr. English asked if the principals are responsible for their school website. Dr. Elliott said today she met with Mr. Sbrana and Mr. Dantine to discuss how we would like to move forward as a district. She said another meeting is scheduled for July 19th to include other individuals to make a more uniform template for all the schools to utilize. Dr. Elliott said they will also be looking at the district website as a whole and how they would like it to look in September. Mr. English asked if we are progressing with the track litigation. Mr. DeSanto we are not progressing because there has been difficulty obtaining our experts report. He has decided to move on and consult another engineer. Mr. Ulrich asked how much we paid the last engineer. Mr. DeSanto said he has not submitted a bill.

Mr. Medio asked if there is any reason why an alternate route applicant would not be interviewed for a math position. Dr. Gruccio said if they apply they are always granted an interview. Mr. Medio asked if we had a local alternate route applicant, who was valedictorian of their high school class, would they get an interview. Mr. Ulrich told Mr. Medio if he had a specific point that he is trying to make he can direct it to Dr. Banks because that is a trap question. Mr. Medio said he will withdraw the question.

Mr. Mercado asked why the district was not represented by an attorney in court for the bus violations. Mr. Franchetta said Mr. Ruth from Mr. DeSanto's law firm was in attendance because he is not allowed to appear in court without a lawyer.

Mrs. Phillips asked if the students did their course selections. Dr. Gruccio responded yes. Mrs. Phillips said they were told that once the students made their selections the board would get the numbers to see what electives student chose. Dr. Gruccio said many students had to go to their second choice and that is what they are currently working on. Mrs. Phillips asked if there are a required number of students needed for a course to be given. Dr. Gruccio said twelve students or the course is eliminated.

New Business: Mr. Mercado asked if we normally put employment ads in the *Courier Post*. Mr. Franchetta said Ms. Greenfield takes care of the newspaper ads. He said generally positions that are put in the *Courier Post* are positions that are difficult to fill or higher level positions. Mr. Mercado requested the amount of money that is spent on advertising and what newspapers we advertise in.

Adjournment: The Board adjourned the meeting at 9:13 p.m.

Respectfully submitted,

Kevin J. Franchetta, CPA
Board Secretary

KJF:df