

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, Monday, November 16, 2009 at 7:04 p.m., pursuant to notice with Mr. Giordano presiding and the following members present: Mr. Bernardini, Mr. DeWinne, Mr. DiGiorgio, Mr. Fanucci, Mr. Franceschini, Mrs. Phillips, Ms. Rios, and Mr. Ulrich. Absent: None.

Also present: Dr. DeGiacomo, Interim 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. Giordano announced that in compliance with the New Jersey meeting law commonly referred to as "The Sunshine Law," the Vineland Board of Education has caused notice of this meeting.

Flag salute:

Mr. Giordano asked for a moment of silence for Antoinette Dupnock a staff member who passed away over the weekend.

Mr. Giordano welcomed the Interim Superintendent, Dr. Diane DeGiacomo.

Special

Presentations: None.

Comments by

Board Solicitor: None.

Items for Review:

A. Superintendent

1. **Personnel Items** – Mrs. Phillips mentioned that on the second page of additions the individual going to Veterans Memorial School is not a basic skills teacher and should be listed as an in-school suspension instructor. Ms. Greenfield said she is aware of this but that is the way the individual is listed in the position control system. She said an authorization form would be needed to make the change, which will be changed after board approval. Mrs. Phillips asked if the person going to Cunningham School is a new position. Ms. Greenfield said yes it is a new position. Mr. Ulrich asked how we can approve someone who is not a basic skills teacher. Ms. Greenfield said the title change will be on the next agenda but she can remove this from tonight's agenda and resubmit it on Wednesday.

Mr. DeWinne asked what is the Vineland After-School Academic Program and how is it funded. Ms. Greenfield said it is part of the stimulus money grant for the after school program. Mr. DeWinne asked what we are doing with that time. Ms. Greenfield said helping the students with their homework and tutoring.

Mr. DeWinne asked who is keeping track of the hours for the extracurricular activities. Ms. Greenfield said a time sheet is signed by the supervisor and sent to payroll. Payroll reviews the board agenda and if the person was not approved they will not be paid. Mr. DeWinne asked if we are supplying security at each school for students who attend the Supplemental Education Services Program. Ms. Greenfield responded yes. Mr. DeWinne questioned the computation of the hours to be worked at Veterans Memorial School for the Vineland Afterschool Academic Program. Mr. Greenfield said the staff indicates the hours they want to work and the number of hours varies.

Mr. Ulrich asked if the football announcer is receiving \$100 per hour. Ms. Greenfield said it is per game.

Mr. Giordano asked for an explanation of the Legos Club at Johnstone School. Ms. Greenfield said it is a club that has been in existence for a number of years where a teacher works with a group of students to develop motor skills and creativity.

Mr. Ulrich questioned the amount listed for the Schedule B- Newspaper Club. Ms. Greenfield said it is \$24.00.

Ms. Rios asked if an instructional aide carries a bi-lingual title do they have a bi-lingual certification. Ms. Greenfield responded no. Ms. Rios asked if we test them in the district to see if they speak both languages. Ms. Greenfield said when they are interviewed a supervisor or teacher will evaluate their skills.

2. **Placement of Special Education Students** – No discussion.
3. **Budgetary Transfers** – No discussion.
4. **Submission of Grants** – No discussion.
5. **Acceptance of Funds** – No discussion.
6. **Bids** – Mr. DeWinne asked if this company was the only company that submitted a bid. Dr. DeGiacomo explained that Scholastic has the copyright to Read180 educational materials so no one else would be able to submit a bid for those materials.
7. **Travel** – No discussion.
8. **Final Educational Adequacy (FEA) Middle School #2** – Mr. Franchetta said this is required by the Department of Education in order to move the process forward.
9. **Joint Transportation Contract** – No discussion.

10. **Salem County Vocational Technical School Contract** – No discussion.
11. **Atlantic County Vocational School District Contract** – Mr. DeWinne asked why these contracts are dated September. Mr. Franchetta said the district who receives the money is responsible for making the contract.
12. **In-School Program Services Agreement** – No discussion.
13. **NJ Middle School At Risk Survey** – Dr. DeGiacomo explained that yearly the Department of Health and Human Services randomly selects districts to participate in At Risk Surveys. In order for the school to participate the parent must agree to allow their child to take this anonymous survey, which is used for an annual report on the use of alcohol, drugs or any at risk factors. Dr. DeGiacomo said it is a very useful survey and this year the Department of Health and Human Services selected Rossi and Wallace Middle Schools.

Mr. Giordano asked if the student is automatically excluded if they do not have permission from the parent. Dr. DeGiacomo said absolutely.

14. **A-1 Entertainment Contract** – Mr. Giordano asked if this was an employee's business. Mr. Franchetta said yes and our policy requires if it is an employee's business the board must approve the contract.

Ms. Rios asked if the school has its own sound system to save money. Mr. Ulrich said this is not paid through district money.

15. **Bayada Nurse Contract** – No discussion.
16. **Nova Southeastern University, Inc. Agreement** – Mr. DeSanto said tomorrow he would like to speak with Dr. Gruccio and Mrs. Polof in regards to some of the terms of this contract.

Mr. DeWinne asked where Nova Southeastern University is. Dr. DeGiacomo said the main campus is in Florida but they are now widespread. Mr. DeWinne asked if this university is like the University of Phoenix. Dr. DeGiacomo said no the University of Phoenix is done on-line.

- B. Board
 1. None.

Review of Bills: Mr. DeWinne questioned the check to Dad and Associates Inc. Mr. Weaver explained that it is for cooling and boiler water treatment throughout the entire district. Mr. DeWinne asked if RMS Construction did the high school lab. Mr. Franchetta responded yes. Mr. DeWinne questioned the Reserve Account vendor. Mr. Franchetta said it is for the postage machine meter. Mr. DeWinne asked if the amount paid to Allen Associates is the monthly amount. Mr. Franchetta said it is the amount we agreed to by contract for their services per month. Mr. DeWinne asked what we paid S& C Aquatic Specialists LLC for. Mr. Franchetta said it is for building a new scoreboard. Mr. DeWinne asked for an explanation on Select Source LLC. Mr. Franchetta said they installed carpet at Vineland High School North.

Mr. DiGiorgio asked if the carpet installation amount is high because it is prevailing wage numbers. Mr. Franchetta said it is for 3600 square feet.

Public Comments: None.

Committee Reports: Mr. Bernardini said at the Buildings & Grounds Committee meeting the construction of the new science labs at Vineland High School North was reviewed. Middle School #2 was discussed and all the bids are due to the NJSDA on December 3, 2009. The Vineland High School South V-Wing special education life skills room will be constructed due to a \$340,000 grant that was applied for by Kelly Castellini of the Special Education Department. Mr. Bernardini asked Mr. DeSanto to update the board on the Vineland High School Track.

Mr. DeSanto said our track expert was out for three weeks due to family issues. The issues were resolved last week and he will prepare his report regarding the causation along with a recommendation for the repair of the track.

Mr. Bernardini said at the meeting they also discussed the secondary bus loop for the center city school because parking at the school has been a problem since the opening. Mr. Bernardini asked Mr. Franchetta if the signed documents for the ownership transfer of the Maurice Fels School to the City of Vineland have been taken care of. Mr. Franchetta said currently we are in a lease situation with the city and as soon as the paperwork comes through the ownership will be transferred. He said the sign for the Anthony DiTomo Athletic Fields Complex has been ordered and will be installed as soon as it comes in.

Mr. Bernardini said he met the Air Force Sergeant who is teaching the ROTC Program at the high school. He told him that there are eighty three students in the program, which is amazing for the first year.

Mr. Franceschini said there was no Curriculum & Technology Committee meeting held this month and the Personnel & Policy Committee will meet this Wednesday at 5:15 p.m.

Mr. Fanucci said discussed at this evening's Finance Committee meeting was Alternative Energy Sources, 403 B Plans and grant writing assistance. Mr. DeWinne said we may need to look at a grant writing service to see what they can do for us. Mr. Franceschini suggested giving a commission to the staff member who writes the grant. Mr. Franchetta said since it would be a compensation issue it would have to be negotiated. Mr. Fanucci said at the December Finance Committee meeting we will be educating ourselves further on the grant writing process. Mr. Ulrich asked if there were any statistics on the dollar amounts of the grants coming into the district on a yearly average basis. Mr. Franchetta said there is a summary in the back of our annual audit. Mr. Ulrich said it is not uncommon to have a grant writer on staff. Mr. Fanucci said our thought was that a grant writing service may be the avenue to go without having to worry about a salary and benefit package, which would save us a lot of money. He said the amount of money that services of this type would provide are minimal compared to the return we would gain in the district. Mr. Ulrich said the only down side of that would be the commission would come off the top of the grant, which would have gone to the district if the district handled the application. Mr. Fanucci said someone who specializes in grants may have an inside track on things because it is what they do every day. Mr. Fanucci said this is something that the committee will explore further. He said at the January Finance Committee meeting we will be reviewing the school based budgets on a whole so we can be ahead of the game.

Mr. Bernardini mentioned that he received a proposal from Churchill Consulting Engineers in regards to the parking facilities project along the Dallago Impact Center. He said there is so much involved in regards to installing parking facilities along the Center City School. The preliminary estimate for this project is \$31,850.

New Business: Mr. Fanucci said the Finance Committee has been discussing Request for Proposal's (RFP's) for professional services for the 2010-2011 school year. The committee feels that an open discussion should take place on this issue with the entire board. Mr. Fanucci said this needs to be done by the reorganization meeting. Mr. DeWinne said this would need to be done now because he thought this was a two month process.

Dr. DeGiacomo cautioned the board that they may want to consider giving the new superintendent the opportunity to work with some of the professionals we already have on board. Mr. Giordano said that is a good point well taken.

Mr. DeSanto suggested for the committee to consult the New Jersey School Boards Association and their legal department. He said this is an issue that could create a conflict with any of the attorney's including himself. Mr. DeSanto said he can assist in helping to draft the specifications or criteria once the policy decision is made to go forward.

Mr. Fanucci asked Mr. Franchetta to email a list to the board of all our professional services.

Unfinished Business: Mr. Bernardini asked if we ever finalized the janitorial bid that was rejected. Mr. Cox said Paul Farinaccio is working on the specifications with his staff. Mr. Franceschini asked if this will be out for bid by December. Mr. Cox said he believes so.

Adjournment: The Board adjourned to executive session at 8:01 p.m.

Respectfully submitted,

Kevin J. Franchetta, CPA
Board Secretary