

PLAINFIELD BOARD OF EDUCATION
Plainfield, N.J.

Date: Tuesday, September 1, 2015

Time: 6:30 p.m. PUBLIC SESSION
6:35 p.m. MEETING CLOSED FOR
EXECUTIVE SESSION
8:00 p.m. WORK & STUDY MTG.
(ACTION MAY BE TAKEN)

Place: **PLAINFIELD HIGH SCHOOL
CONFERENCE ROOM
950 PARK AVE.**

Board of Education Members

Mrs. Wilma G. Campbell, President
Mr. Terrence S. Bellamy, Sr.
Mr. John C. Campbell
Mrs. Deborah Clarke
Mrs. Jackie Coley
Mrs. Carletta D. Jeffers
Mr. Frederick D. Moore, Sr.
Mr. David M. Rutherford
Mrs. Anna Belin-Pyles, Superintendent

- I. CALL MEETING TO ORDER
- II. PLEDGE OF ALLEGIANCE
- III. ROLL CALL
- IV. WELCOME

WELCOME to a WORK & STUDY MEETING of the Plainfield Board of Education. Members hope you will find the meeting interesting and informative. We thank you for taking the time to attend. Please be advised this and all meetings of the board are open to the media and public, consistent with the Open Public Meetings Act (Ch. 231 Laws of 1975), and that the advance notice required therein has been provided to the Courier News and Star Ledger on Monday, August 24, 2015 for advertisement on Saturday, August 29, 2015 and also provided to the Plainfield Public Schools, the District's website, the Plainfield City Clerk, Police Department, and Plainfield Public Library for posting.

V. EXECUTIVE SESSION

The Open Public Meetings Act, N.J.S.A.10:4-11, permits the Board of Education to meet in closed session to discuss certain matters.

RESOLVED, the Board of Education adjourns to closed session to discuss:

- 1 matters rendered confidential by federal or state law
2. pending or anticipated litigation or contract negotiations and/or matters of attorney-client privilege
3. specific prospective or current employees unless all who could be adversely affected requested an open session

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FURTHER RESOLVED, the minutes of this closed session be made public when the need for confidentiality no longer exists.

The Board of Education will recess into its Executive Session.

VI. CONDUCT OF BOARD OF EDUCATION MEETINGS

The Board of Education takes official action at its Business Meetings. Business meetings are regularly scheduled on the third Tuesday of each month, subject to changes that may occur because of holidays. Prior to the board taking action at its business meetings, committee meetings are scheduled where in-depth discussion occurs.

At the Board of Education's committee meetings, no formal action is taken. The typical monthly schedule of meetings is as follows:

<u>Type of Meeting</u>	* <u>Date</u>	<u>Place</u>	<u>Time</u>
Policy Committee	1 st Tues. ea. mo.	PHS Conf.	6:30 p.m.
Personnel/Exec.Ses.	1 st Tues. ea. mo.	PHS Conf.	6:30 p.m.
Curric. & Instr.	1 st Tues. ea. mo.	PHS Conf.	8:00 p.m.
Finance Committee	1 st Tues. ea. mo.	PHS Conf.	8:00 p.m.
Bldgs. & Grds. Cmte.	1 st Tues. ea. mo.	PHS Conf.	8:00 p.m.
School Community Rel.	1 st Tues. ea. mo.	PHS Conf.	8:00 p.m.
Business Meeting	3 rd Tues. ea. mo.	PHS Auditorium	8:00 p.m.

(EACH OF THESE MEETINGS MAY INCLUDE AN EXECUTIVE SESSION FOR DISCUSSION OF MATTERS THAT MAY BE APPROPRIATE FOR EXECUTIVE SESSION)

*Meeting Schedule Subject to Change

At each committee meeting, the Board discusses recommendations of the Superintendent of Schools and other relevant items. Committee approval authorizes resolutions to be placed on the agenda of the next appropriate business meeting and/or possible formal action.

The agendas for all committee and board meetings are available at the Office of the Board of Education, 1200 Myrtle Avenue during business hours.

At the business meetings, privilege of the floor will be provided for sixty minutes for public comment prior to committee reports. A five-minute time limit per person is provided for public comment.

Concerns of the public regarding the schools or departments should be brought to the attention of the appropriate administrator in charge (principal, director, etc.). If concerns remain unresolved, they are to be directed to the Superintendent of Schools. These procedures should be followed prior to concerns being presented to the Board of Education. This procedure allows administrators to resolve concerns at the most appropriate level of decision making.

The next Business Meeting of the Board of Education is scheduled for Tuesday, September 15, 2015 8:00 p.m., in the Plainfield High School Auditorium.

- VII. REMARKS FROM THE BOARD PRESIDENT

- VIII. REMARKS FROM THE SUPERINTENDENT

- IX. REMARKS FROM COMMITTEE CHAIRPERSONS

X. REPORT OF THE CURRICULUM & INSTRUCTION COMMITTEE

A. Professional Development

(1) Washington Community School – Professional Development Team

Strategic Plan Link

Goal 1: Learning Outcomes:

To improve the learning and academic performance of all students in all PPS

Goal 2: Human Resources:

To improve the recruitment, retention, and development of District staff

The Superintendent of Schools recommends, and I so move, adoption of the following:

RESOLUTION

The Plainfield Board of Education recognizes a highly qualified, competent, skilled and dedicated workforce is essential to the success of the District and the students. The Plainfield Board of Education is committed to ensuring all students succeed academically and reach their full potential in life. In doing so, it is committed to providing opportunities for and ensuring all students meet the New Jersey Core Curriculum Content Standards, achieve academic, and life-long success.

Washington Community School would like to create a school-based professional development team to ensure pedagogical consistency and promote effectiveness when implementing instructional strategies, specifically as it relates to increasing teacher capacity.

The team will meet after contractual hours. The breakdown is as follows:

Dates	# of Staff	Rate of Pay	Cost Per Person	Total Cost
9/21/15 – 6/10/16	6	\$28.00	\$2,380.00	\$14,280.00

Members of the team will help train teachers in the latest practices, help manage resources and time, and assist in collecting and analyzing achievement data. With the PD team, a more systematic, data-driven approach can be utilized to facilitate professional growth in teachers.

RESOLVED, that the Plainfield Board of Education approves the Washington Community School Professional Development Team – total cost not to exceed \$14,280.00. The availability of funds for this item has been verified and will be charged to account 15-120-100018-101C-21-0000 (Washington Teachers Stipends).

(2) English Language Arts (K-12) Professional Development Days – 2015-2016

Strategic Plan Link

Goal 1: Learning Outcomes:

To improve the learning and academic performance of all students in all PPS

Goal 2: Human Resources:

To improve the recruitment, retention, and development of District staff

The Superintendent of Schools recommends, and I so move, adoption of the following:

RESOLUTION

The Plainfield Board of Education recognizes a highly qualified, competent, skilled and dedicated workforce is essential to the success of the District and the students. The Plainfield Board of Education is committed to ensuring all students succeed academically and reach their full potential in life. In doing so, it is also committed to providing opportunities for and ensuring all students meet the New Jersey Core Curriculum Content Standards, achieve academic, and life-long success. The District is committed to raising the standards, student performance and providing sustained professional development for staff.

The Department of English Language Arts has identified educational consultants committed to helping teachers learn the best instructional practices and providing professional development that focuses on practical, classroom-tested strategies that are effective for diverse students with a wide range of needs, strengths, and interests.

Presenters will facilitate workshops for teachers in the elementary, middle and high school grades across the district on scheduled full-day district professional development days – October 9 and November 3, 2015.

Provider	Participants	Sessions	Cost per Session	Total
Staff Development, Inc.	Elementary Teachers	7	\$1,500.00	\$10,500.00
	Middle School ELA Teachers	2		3,000.00
	High School English Teachers	2		3,000.00
Sarah Tantillo, Ed.D., LLC	CCAP Teachers and Interdisciplinary Teams	2		3,000.00
Total				\$19,500.00

RESOLVED, that the Plainfield Board of Education approves payment to Staff Development Workshops, Inc. in the amount of \$16,500.00, and Sarah Tantillo, LLC in the amount of \$3,000.00 – total cost for both providers not to exceed \$19,500.00. The availability of funds for this item has been verified and will be charged to account 11-000-223000-320T-26-0000 (Curr Instruct Staff Training Consultant).

(3) New Jersey Association for the Education of Young Children – East Rutherford

Strategic Plan Link

Goal 1: Learning Outcomes:

To improve the learning and academic performance of all students in all PPS

Goal 2: Human Resources:

To improve the recruitment, retention and development of District staff

The Superintendent of Schools recommends, and I so move, adoption of the following:

RESOLUTION

The Plainfield Board of Education recognizes a highly qualified competent, skilled and dedicated workforce is essential to the success of the district and the students. Therefore, the Plainfield Public Schools does both require and encourage employees to take continuing education courses to improve their professional knowledge, maintain professional credentials and to operate most effectively and efficiently in the delivery of services to the children of the District.

The New Jersey Association for the Education of Young Children (NJAEYC) is holding their 2015 Annual Conference, “Celebrating 70 years of Excellence”, on October 16th and 17th, 2015 at the Meadowlands Hilton Hotel in East Rutherford, New Jersey.

The following Early Childhood Master Teachers will attend:

Master Teachers	
Louise Frankel	Monica Charris
April Morecraft	Tanaisha White
Shalini Kathuria	Carrie Ann Floyd

The cost of registration for members is - \$245.00; non-members - \$330.00. In addition, attendees will be paid for seven (7) hours on Saturday, 10/17/2015, as per the PEA contract. The registration and mileage breakdown is as follows:

Registration Fee - Member	Registration Fee – Non-members	Mileage Reimbursement
\$245.00	\$1,650.00	\$97.44 (\$16.24 p/p)
Total Cost – \$1,992.44 (excluding Saturday)		

The NJAEYC is a statewide association that represents teachers, directors, researchers, professors, volunteers, and others concerned with the well-being of children ages birth through eight. Their primary attention is devoted to assuring the provision of high quality early childhood programs through improvements in the professional practice and working conditions in the field of early childhood education, as well as by improving public understanding and support and funding of high quality programs in centers, homes, and schools.

RESOLVED, that the Board of Education approves the listed Master Teachers to attend the New Jersey Association for the Education of Young Children 2015 Annual Conference, in East Rutherford, NJ – total cost not to exceed \$1,992.44. The availability of funds for this item has been verified and will be charged to account 20-218-200000-330A-34-0000 (EC Other Purch. Prof Services), 20-218-200000-176A-34-0000 (Salaries of Master Teach), and 20-218-200000-580A-34-0000 (ECE Travel).

(4) National Black Child Development Institute – 45th Annual Conference – Arlington, VA

Strategic Plan Link

Goal 1: Learning Outcomes:

To improve the learning and academic performance of all students in all PPS

Goal 2: Human Resources:

To improve the recruitment, retention and development of District staff

The Superintendent of Schools recommends, and I so move, adoption of the following:

RESOLUTION

The Plainfield Board of Education recognizes a highly qualified, competent, skilled, and dedicated workforce is essential to the success of the District and the students. Therefore, the Plainfield Public Schools does both require and encourage employees to improve their professional knowledge, maintain professional credentials and to operate most effectively and efficiently in the delivery of services to the children of the District.

The administrators listed below, will attend the National Black Child Development Institute (NBCDI) 45th Annual Conference, October 17-20, 2015, at the Crystal Gateway Marriott Hotel, in Arlington, Virginia.

Early Childhood Director	Early Childhood Vice Principal
Evelyn Motley	Elena Rutherford

The cost per person is \$2,195.68 – total cost \$4,391.36. The breakdown, per the GSA, is as follows:

Registrations	Mileage &Tolls	Lodging (inc. tax)	Meals/Incidentals	Total
\$1,450.00	\$585.36	\$1,760.00	\$596.00	\$ 4,391.36

For more than 40 years, the National Black Child Development Institute has been at the forefront of engaging leaders, policymakers, professionals, and parents around critical and timely issues that directly impact Black children and their families. NBCDI is engaged in federal and state advocacy to protect and promote investments and policies that support children’s access to quality care and education, birth through age 8, empower parents and families, and ensure funding and resource equity

RESOLVED, that the Board of Education approves Evelyn Motley and Elena Rutherford to attend the National Black Child Development Institute 45th Annual Conference in Arlington, VA – total cost not to exceed \$4,391.36. The availability of funds for this item has been verified and will be charged to account 20-218-200000-330A-34-0000 (EC Other Purch Prof Services), and 20-218-200000-580A-34-0000 (ECE Travel).

(5) ASCD Conference on Educational Leadership – San Diego, CA

Strategic Plan Link

Goal 1: Learning Outcomes:

To improve the learning and academic performance of all students in all PPS

Goal 2: Human Resources:

To improve the recruitment, retention and development of District staff

The Superintendent of Schools recommends, and I so move, adoption of the following:

RESOLUTION

The Plainfield Board of Education recognizes a highly qualified, competent, skilled, and dedicated workforce is essential in the success of the District and the students. Therefore, it has provided the Superintendent of Schools the authority to employ administrative staff members to participate in out of district professional development. This district has identified a need to strengthen leadership skills.

Gwynetta Y. Joe, Principal, Cedarbrook K-8 Center, will attend the Association for Supervision and Curriculum Development (ASCD) Conference on Educational Leadership, in San Diego, CA, October 30 – November 1, 2015.

The breakdown per the GSA is as follows:

Registration	Lodging <i>(inc. 18% tax)</i>	Travel	Food/Incidentals	Total Cost
\$429.00	\$958.62	\$617.20	\$248.50	\$2,253.32

Participants attending this annual conference will acquire strategies to improve understanding of and build internal capacity in the areas of: Instructional practices, Instructional leadership, Student learning goals and supporting student learning needs, Educating the whole child, Closing achievement gaps, School leadership that works, and Brain-Based Education.

In addition, the conference will engage participants in educational topics such as “Teacher Leaders In Action: The Journey and Results”, “Mapping an Understanding-Based Curriculum Based on Common Core State Standards”, “Transforming Schools for Excellence”, “Peer Coaching and Total Participation Techniques”, “Mapping an Understanding-Based Curriculum Based on Common Core State Standards.” The workshops will focus on building resources and relationships between Plainfield and international and national educators.

RESOLVED, that the Plainfield Board of Education approves Gwynetta Y. Joe – Principal Cedarbrook K-8 Center, to attend the ASCD Conference on Educational Leadership, in San Diego, CA, October 30 - November 1, 2015 – total cost will not exceed \$2,253.32. The availability of funds for this item has been verified and will be charged to account 15-000-240000-500A-13-0000 (Cedarbrook Principal Purch Serv), and 15-000-240000-580A-13-0000 (Cedarbrook Principal Travel).

**(6) In-District Elementary Teaching of Elementary Math
Afterschool Workshop Offering through Kean University – Spring Semester 2016**

Strategic Plan Link

Goal 1: Learning Outcomes:

To improve the learning and academic performance of all students in all PPS

Goal 2: Human Resources:

To improve the recruitment, retention and development of District staff

The Superintendent of Schools recommends, and I so move, adoption of the following:

RESOLUTION

The District is committed to raising the standards and student performance through providing sustained professional development for staff. The Common Core State Standards have created the need to provide intensive learning opportunities related to the mathematics content knowledge for the teaching of elementary mathematics to support the District Mathematics Instructional Program.

The Elementary Math Office in partnership with Kean University will provide fourteen (14) in-district afterschool professional development workshops related to the teaching of elementary mathematics (non-degree related) for an identified cohort of twenty-five (25) teachers.

Plainfield will provide a location in-district where Kean University will hold classes for Teaching of Elementary Mathematics workshops. The workshops offered in school districts are conducted with the same expectations as on campus workshops.

The Spring Semester Non-Degree workshops are a continuation of the Fall 2015 Non-Degree sessions; thus the cost has been waived.

In-District Math Workshops	Tentative Start Date	Total Cost
Non-Degree (14 sessions) @ 25 teachers	Spring 2016	WAIVED

RESOLVED, that the Plainfield Board of Education approves a partnership between Plainfield Public Schools and Kean University for the Spring Semester, at no additional cost to the District.

B. Partnerships

(1) 2015-2016 – 21st CCLC Programs – Collaborator/Partner Agreements

Strategic Plan Link

Goal 1: Learning Outcomes:

To improve the learning and academic performance of all students in PPS; increase percentage of students demonstrating academic progress; improve attendance rate; decrease suspension rate

Goal 2: Human Resources:

To improve the recruitment, retention and development of District staff; strengthen after school/summer professional learning communities; continue with Student/College Interns working the program; Increase the number of staff participating in on/off site professional development

Goal 5: Community & Family Engagement:

To actively engage families and communities in a meaningful, structured, and productive manner that promotes learning and cooperation; increase number of parents attending school sponsored parent events/workshops; Increase number of community partnerships

The Superintendent of Schools recommends, and I so move, adoption of the following:

RESOLUTION

The Plainfield Board of Education will enter into agreements for the purpose of rendering enrichment learning services, aligned to NJCCCS/CCSS, for students participating in the 21st Century Community Learning Centers (CCLC) afterschool programs at CH Stillman Elementary, Washington Community Schools, Evergreen Elementary School, Jefferson Elementary School (grades 4-5) and Hubbard Middle School (grades 6-8) with the following providers:

The identified partner and collaborators are included in the 2015-2016 SY 21st CCLC Continuation Grant application. The partner and collaborators have a documented history of demonstrating expertise in their service area meeting all the guidelines and regulations put forth by the New Jersey Department of Education Office of Educational Support Services (by way of NCLB Act 2001, Title IV, Part B). The program partners and collaborators will provide essential educational services as identified in the 2015-2016 SY 21st CCLC Continuation Grant application's project activity plan (PAP).

The expense breakdown is as follows:

Partner/Collaborator	Total Students	Number of Sessions and/or Residencies	Number of Hours and/or Hours Per Session	Cost Per Session	Total Cost
Sametric Research, LLC	301	n/a	250	\$100	\$25,000
Arts Horizons	301	50	2	\$200	\$10,000
SCEI	241	35	1	\$185	\$6,465
Foundations, Inc.	301	n/a	60	\$185	\$11,100
Kean University	195	3	2	\$3,300	\$9,900

2015-2016 – 21st CCLC Programs – Collaborator/Partner Agreements (cont'd)

The Partner/Collaborator information is as follows:

Program Evaluation and Assessment – The NJDOE 21st CCLC 2015 NGO requires awarded grantees to acquire an outside project evaluator non-affiliated with the grantee. As such, the Program partner, Elaine Walker, Ph.D (Sametric Research, LLC), will provide evaluation and assessment services, including action research and related professional development, co-facilitation of Advisory Board meetings, completion of the mid-year and final evaluation reports, and identification of evidence-based assessment tools for program improvement. Elaine Walker, Ph.D, will comprehensively assess and evaluate the PPS 21st CCLC After-School and Summer Programs for two hundred fifty hours (250) at a rate of \$100.00 per hour for a total of \$25,000.00.

Arts Horizons – A non-profit arts education organization dedicated to improving the development of the whole person by providing high quality arts education programs. Arts Horizons agrees to provide fifty (50) sessions @ \$200.00 per session of arts education instruction for student participants enrolled at Stillman, Washington, Hubbard, Evergreen, and Jefferson Schools, connected to NJCCCS/CCSS, sites of the 21st CCLC After-School Program at a total cost of \$10,000.00.

Sigma Community Enrichment Initiative (SCEI - The Sigma Beta Club) – A non-profit mentoring, parental involvement, and community service education organization dedicated to improving the development of at-risk male elementary students by providing high-quality, standards-based workshops and projects that help to build students' self-awareness, connection to their community, and student achievement. The Sigma Beta Club agrees to provide up to thirty-five (35) one hour youth development and learning workshops at a rate of \$185.00 per workshop for a total \$6,475.00 for student participants enrolled at Stillman, Washington, Evergreen, and Jefferson school sites of the 21st CCLC Afterschool Program.

Foundations, Inc. – The NJDOE 21st CCLC 2015 NGO requires awarded grantees to acquire an outside project technical assistance specialist non-affiliated with the grantee. Foundations, Inc. is a non-profit organization committed to improving educational experiences for America's youth by partnering with education entities. Foundations, Inc. will conduct one (1) quarterly site visit at the five (5) afterschool sites for a total of twenty (20) visits, facilitate two four-hour half day workshops with related materials and provide a copy of GraffitiWall, Global GraffitiWall, and STEM GraffitiWall (books & CDs) for each of the five afterschool sites & the two summer sites, as well as provide ongoing technical assistance on an as needed basis for the 2015-2016 grant year for a total 60 hours @ \$185.00 per hour for a total of \$11,100.00.

Kean University (KU) Visual & Performing Arts Screenwriting Academy – will provide students with the opportunity to build their college and career readiness capacity by working with KU faculty in the areas of creative thinking, writing, organizing thoughts after analyzing social studies text, and creating a stage production. All students will construct a final stage production to be presented at the end of the 10-12 weeks residency to parents/community/KU faculty/and school officials at Washington Community, Evergreen, and Jefferson Schools. The program is at a negotiated rate of \$3,300 per residency per site (10-12 weeks of 2 hour contact with students) during the 15-16 SY for a total of \$9,900.00.

RESOLVED, that the Plainfield Board of Education approves Plainfield Public Schools to enter into a contractual agreement with program partner, Elaine Walker, Ph.D (Sametric Research, LLC), and the aforementioned community collaborators at a total cost of \$62,475.00. The availability of funds for this item has been verified and will be charged to account 20-450-200000-320A-38-0000 (21st CCLC Instructional and Non-Instructional), and 20-450-100000-320A-38-0000 (Purchased Professional Services).

(2) U.S. Conference of Mayors' Childhood Obesity Prevention Awards Program

Strategic Plan Links

Goal 1: Learning Outcomes:

To improve the learning and academic performance of all students in all PPS

Goal 5: Community and Family Engagement:

To actively engage families and communities in a meaningful, structured, and productive manner that promotes learning and cooperation.

The Superintendent of Schools recommends, and I so move, adoption of the following:

RESOLUTION

The Plainfield Board of Education is committed to ensuring all students succeed academically and reach their full potential in life. In doing so, it is also committed to providing opportunities for and ensuring all students achieve academic, and life-long success.

The United States Conference of Mayors (USCM), in partnership with the American Beverage Foundation for a Healthy America (ABFHA), is now accepting applications for the 2016 Childhood Obesity Prevention Grants Program. In this, the fourth year of the program, six cities will share a total of \$445,000 in grant awards, to support both new and existing programs initiated by USCM member mayors that address the childhood obesity epidemic in America's cities.

Evelyn Motley, Director of the Plainfield Board of Education's Early Childhood Programs and Services will oversee the implementation of the program; targeting preschool through kindergarten children. The Plainfield Early Childhood Program, the leader of this project, is recognized as a model in New Jersey Early Childhood Education.

In keeping with recommendations made in the 2006 report by the New Jersey Obesity Prevention Task Force, the City of Plainfield will partner with the Plainfield Board of Education, Office of Early Childhood, for the implementation of this proposed program. The Plainfield Early Childhood Program, the leader of this project, is recognized as a model in New Jersey Early Childhood Education.

Funding Source	Program Description	Administrator	Amount
The United States Conference of Mayors (USCM), in partnership with the American Beverage Foundation for a Healthy America (ABFHA)	Reduce childhood obesity (<i>targeting preschool through kindergarten children</i>). Encourage healthy weight through balanced diet choices and regular physical activity.	Evelyn Motley	Determined at award time.

RESOLVED, that the Plainfield Board of Education approves PPS Early Childhood Programs and Services, partnership with the City of Plainfield to submit a grant application for funding of the 2016 Childhood Obesity Prevention Grants program by The United States Conference of Mayors (USCM), in partnership with the American Beverage Foundation for a Healthy America (ABFHA).

(3) Partnership – Plainfield Public Schools and Plainfield Area YMCA – 2015-2016

Strategic Plan Link

Goal 1: Learning Outcomes:

To improve the learning and academic performance of all students in PPS

Goal 5: Community and Family Engagement:

To actively engage families and communities in a meaningful, structured, and productive manner that promotes learning and cooperation.

The Superintendent of Schools recommends, and I so move, adoption of the following:

RESOLUTION

The Plainfield Board of Education is committed to ensuring all students succeed academically and reach their full potential in life. In doing so, it is also committed to providing opportunities for and ensuring all students meet the New Jersey Core Curriculum Content Standards, achieve academic, and life-long success.

The Plainfield YMCA and Plainfield Public Schools would like to enter into a partnership to respond to the needs of the Plainfield community through innovative programs designed for elementary school students in the City of Plainfield, New Jersey.

To improve the health and well-being of students in grades K-5 through a comprehensive, integrated, progressive teaching program – Youth Development Center - based upon sound technical and educational principles designed to reduce childhood obesity, combat youth drowning, and technology training. The curriculum outline:

- Wellness /Nutrition
- Water Safety
- Computers
- Wellness/Nutrition – 45 minute movement education program – CATCH Program - CATCH (Coordinated Approach To Child Health) - 15 minute healthy food identification program; an evidence-based, coordinated school health program designed to promote physical activity and healthy food choices, and prevent tobacco use in children. By teaching children that eating healthy and being physically active every day can be FUN, the CATCH Program has proven that establishing healthy habits in childhood can promote behavior changes that can last a lifetime.
- Water Safety – One (1) hour learn to swim and/or progressive swim program - To put YMCA principles and core values into practice through aquatics programs that build healthy spirit, mind and body for all. To expose children to teamwork, dedication, and the importance of setting goals through participation in swim classes and water safety.
- Computers/Technology – One (1) hour computer class – Club Tech program - Club Tech is a national program that makes technology, software and training accessible to children. Club Tech teaches youth essential digital literacy skills through fun, interactive lessons.

RESOLVED, that the Plainfield Board of Education approves entering into a partnership with the YMCA and provide transportation, and a male and female aide, to assist with transportation safety and the changing for swimming. There is no cost to the District or Community.

C. Before School, After School and Saturday Detention Programs – Plainfield High School

Strategic Plan Link

Goal 1: Learning Outcomes:

To improve the learning and academic performance of all students in all PPS

Goal 4: Safe Learning Environment:

To provide a safe, secure, professional and clean environment for students, staff and members of the community.

The Superintendent of Schools recommends, and I so move, adoption of the following:

RESOLUTION

The Plainfield Board of Education is committed to providing safe, secure, professional, and clean environments for students, staff, and members of the community. As part of efforts to provide a safe learning environment, it is recommended that staff members monitor and supervise the After School and Saturday Detention Program to ensure compliance of tasks.

Plainfield High School has been involved in the Before School, After School and Saturday Detention Programs since 1992. The Before School, After School and Saturday Detention Programs will reinforce academic excellence, attendance requirements and behavior modification.

The programs will run from September 8, 2015 to June 17, 2016. Staff will be assigned as needed for detention - the breakdown is as follows:

Before School, After School Program					
Days/Times	# of Staff	Location	Pay Rate	Cost Per Person	Cost
Monday – Friday 7 – 8 AM / 3 – 4 PM	3	PHS	\$28.00 p/hr.	\$4,480.00	\$13,440.00
Saturday Program					
Saturday 9 AM – 12 PM	3	PHS	\$28.00 p/hr.	\$3,024.00	\$9,072.00
Total Cost - \$22,512.00					

Staff members will conduct a successful self-study, using a strategic planning model that is easily aligned to the requirements of the No Child Left Behind Act and state/local initiatives.

RESOLVED, that Plainfield Board of Education approves the Before School, After School, and Saturday Detention Programs – total cost not to exceed \$22,512.00. The availability of funds for this item has been verified and will be charged to account 15-140-100180-101C-25-0000 (PHS Teacher Stipends).

D. PHS After School Tutorial Program

Strategic Plan Link

Goal 1: Learning Outcomes:

To improve the learning and academic performance of all students in all PPS

The Superintendent of Schools recommends, and I so move, adoption of the following:

RESOLUTION

The Plainfield Board of Education is committed to ensuring all students succeed academically and reach their full potential in life. In doing so, it is also committed to providing opportunities for and ensuring all students meet the New Jersey Core Curriculum Content Standards, achieve academic, and life-long success.

The After School Tutorial Program will focus on Mathematics, English, Social Studies, World Languages and Science for students in grades 9-12. Students will receive academic support and enrichment activities.

Dates	Days / Time	Staff	Rate of Pay	Cost Per Staff	Total Cost
9/22/15 – 6/10/16	Tuesday – Thursday 3:00 – 4:00 PM	20	\$28.00	\$2,604.00	\$52,080.00

The After School Tutorial Program will increase academic achievement in our students' reading, literacy, mathematics and science skills.

RESOLVED, that the Plainfield Board of Education approves the After School Tutorial Program – total cost not to exceed \$52,080.00. The availability of funds for this item has been verified and will be charged to account 20-232-100000-101S-25-0000 (Title I – Extended Day – PHS).

E. After School Library Program – Plainfield High School

Strategic Plan Link

Goal 1: Learning Outcomes:

To improve the learning and academic performance of all students in all PPS

The Superintendent of Schools recommends, and I so move, adoption of the following:

RESOLUTION

The Plainfield Board of Education is committed to ensuring all students succeed academically and reach their full potential in life. In doing so, it is also committed to providing opportunities for and ensuring all students meet the New Jersey Core Curriculum Content Standards, achieve academic, and life-long success.

Plainfield High School has been involved in the After School Library Program since 1992. The After School Library Program will reinforce academic excellence, reading, research and information culture that will promote independent motivated readers and learners for life. It will provide access to collections and resources available for students.

The breakdown for the PHS After School Library Program, is as follows:

Dates	Days / Time	Rate of Pay	Total Cost
9/22/15 – 6/10/16	Tues. – Thurs. – 3:00 – 4:00 PM	\$28.00	\$2,604.00

Staff will conduct a successful self-study using a strategic planning model that is easily aligned to the requirements of the No Child Left Behind Act and state/local initiatives.

RESOLVED, the Plainfield Board of Education approves the After School Library Program from September 22, 2015 to June 10, 2016 – total cost not to exceed \$2,604.00. The availability of funds for this item has been verified and will be charged to account 15-140-100018-101C-25-0000 (PHS Teacher Stipends).

F. Naviance College and Career Readiness Solutions Program

Strategic Plan Link

Goal 1: Learning Outcomes:

To improve the learning and academic performance of all students in PPS

Goal 2: Human Resources:

To improve the recruitment, retention and development of District staff

The Superintendent of Schools recommends, and I so move, adoption of the following:

RESOLUTION

The Plainfield Board of Education recognizes a highly qualified, competent, skilled and dedicated workforce is essential to the success of the District and the students. The Plainfield Board of Education is committed to ensuring all students succeed academically and reach their full potential in life. In doing so, it is committed to providing opportunities for and ensuring all students meet the New Jersey Core Curriculum Content Standards, achieve academic, and life-long success. The District is committed to raising the standards and student performance and providing sustained professional development for staff.

Naviance is a comprehensive web-based college and career readiness solutions program for high school students that help connect academic achievement to post-secondary goals.

Total Cost
\$9,701.25

The Naviance consulting team assists school counselors with creating college and career planning strategies, helps define the measurement for academic success and works with school to reach its district goals.

Naviance provides professional development training to teachers, counselors, and administrators, and hands on support so the staff can become proficient with Naviance.

RESOLVED, that the Plainfield Board of Education approves the Naviance College and Career Readiness Solutions Program for Plainfield Public Schools for school year 2015-2016 – total cost not to exceed \$9,701.25. The availability of funds for this item has been verified and will be charged to account 15-190-100018-500A-25-0000 (Plainfield High School Other Purchase Ser- \$5,885.00), and 15-000-221000-320A-52-0000 (PAAAS - Professional Services - \$3,816.25).

G. MUJC – Nonmember Subscription Professional Learning Series

Strategic Plan Link

Goal 1: Learning Outcomes:

To improve the learning and academic performance of all students in PPS

Goal 2: Human Resources:

To improve the recruitment, retention and development of District staff

The Superintendent of Schools recommends, and I so move, adoption of the following:

RESOLUTION

The Plainfield Board of Education recognizes a highly qualified, competent, skilled, and dedicated workforce is essential to the success of the District and the students. Therefore, it has provided the Superintendent of Schools the authority to employ non-administrative and administrative staff members to participate in out-of-district professional development opportunities.

The District is committed to raising the standards and student performance through providing sustained professional development for staff. As such, the District has identified The Morris-Union Jointure Commission (MUJC), located at 340 Central Avenue, New Providence, NJ, as a provider of professional development services and programs that meet the needs of school districts.

The primary purposes of the Morris-Union Jointure Commission, a cooperative educational agency, are to identify district needs and to provide creative educational approaches and programs to member school districts. Additionally, the Morris-Union Jointure Commission provides a forum for local educational agencies to work cooperatively in studying common problems while maintaining district priorities.

The Morris-Union Jointure Commission is offering districts the option of enrollment in its subscription rate professional development program. In this program, nonmember school districts with a student enrollment of 1,500 students or more are able to participate in the Morris-Union Jointure Commission's Professional Learning Series

The discounted member rate below covers Plainfield Public School District for the entire 2015-2016 school year.

Discount Member Rate
\$995.00

Enrollment in The Morris-Union Jointure Commission Nonmember Subscription Program for Professional Learning will then enable The Plainfield Public School District to benefit by receiving the member district discounted rate for all Morris-Union Jointure Commission Professional Learning In-services during the 2015-2016 school year.

RESOLVED, that the Plainfield Board of Education approves the Plainfield Public School District enrollment in The Morris-Union Jointure Commission Nonmember Subscription Program for Professional Learning – total cost not to exceed \$995.00. The availability of funds for this item has been verified and will be charged to account 11-000-221000-800A-26-0000 (Other Object).

H. Summer School Breakfast/Lunch Program

Strategic Plan Link

Goal 1: Learning Outcomes:

To improve the learning and academic performance of all students in all PPS

Goal 2: Human Resources:

To improve the recruitment, retention, and development of District staff

The Superintendent of Schools recommends, and I so move, adoption of the following:

RESOLUTION

The Plainfield Board of Education recognizes that a highly competent, skilled, and dedicated workforce is essential to the success of the District and the students. Therefore, it has provided the Superintendent of Schools the authority to employ non-administrative staff members to provide services for students.

The Summer School Breakfast/Lunch program in partnership with City of Plainfield, Recreation Department will run from August 3-28, 2015; it will include all summer school sites (including Early Childhood locations).

The breakdown is as follows:

Date	Time	Staff	Rate	Total Cost
August 3-28, 2015	8:00 AM – 2:00 PM	1	\$14.00 p/hr.	\$1,428.00

The designated person will be responsible for keeping track of all breakfast and lunch served (at all locations) – tallying and reporting out to the City of Plainfield and Sodexo, twice daily, as a means of keeping Plainfield Public Schools cost down.

RESOLVED, that the Plainfield Board of Education approve the Summer School Breakfast/Lunch Program in partnership with the City of Plainfield (Recreation Department), August 3-28, 2015 – total cost not to exceed \$1,428.00. The availability of funds for this item has been verified and will be charged to account 11-000-221000-104B-26-0000 (Curriculum Stipends).

XI. REPORT OF THE FINANCE COMMITTEE

PRESENTATIONS: **Cenergistic
Budget Challenges**

A. Reports of the Board Secretary and Treasurer – June 2015

Strategic Plan Link:

Goal 3: Business Operations

To improve the overall efficiency and effectiveness of business operations.

The Superintendent of Schools recommends, and I so move, adoption of the following:

RESOLUTION

The Board Secretary has certified that, as of the date of the report, no budgetary line item account has obligations and payments (contractual orders) which in total exceed the amount appropriated by the District Board of Education.

The Treasurer of School Monies is required by statute to submit a report to the Board of Education on the cash balance in the various Board of Education Bank accounts.

The Board Secretary's Report and the Report of the Treasurer of School Monies for the stated period were in agreement.

RESOLVED, that the Plainfield Board of Education accepts the above referenced reports and certifications and orders that they be attached to and made part of the record of this meeting; and be it

FURTHER RESOLVED that the Plainfield Board of Education certifies that sufficient funds are available to meet the District's financial obligations for the remainder of the year, and be it

FURTHER RESOLVED, that the Plainfield Board of Education directs the Superintendent to initiate whatever actions may be determined to be appropriate.

TO BE PRESENTED AT THE SEPTEMBER 15, 2015 BUSINESS MEETING

B. Payment of Bills — August 13, 2015 – September 11, 2015

Strategic Plan Link:

Goal 3: Business Operations

To improve the overall efficiency and effectiveness of business operations.

The Superintendent of Schools recommends, and I so move, adoption of the following:

RESOLUTION

The Board of Education has determined that the warrants presented for payment are in order.

The Board Secretary presented certain warrants to the Board of Education with a recommendation they be paid, and pursuant to NJAC 6:20-2.13(d), the Board Secretary certifies that with respect to the payment of bills referenced below no budgetary line item account has been over expended in violation of NJAC 6:20-2.13(a).

RESOLVED, that the following warrants be approved for payment, and that itemized lists of the warrants be filed with the minutes:

On the General Account

in the amount of \$

On the Agency Account

in the amount of \$

On the Food Service Account

in the amount of \$

IN THE GRAND TOTAL AMOUNT OF \$

TO BE PRESENTED AT THE SEPTEMBER 15, 2015 BUSINESS MEETING

C. 2014 – 15 Budget Transfers

Strategic Plan Link:

Goal 3: Business Practices

To improve the overall efficiency and effectiveness of business operations.

The Superintendent of Schools recommends, and I so move, adoption of the following:

RESOLUTION

RESOLVED, that the Plainfield Board of Education approves the following budget adjustments, which reflect the appropriations sufficient to meet expenditures:

TO BE PRESENTED AT THE SEPTEMBER 15, 2015 BUSINESS MEETING

D. Award of Bids

1). Re-Bid #2015-24 Cedarbrook HVAC Systems Control Upgrades

The Superintendent of Schools recommends, and I so move, adoption of the following:

RESOLUTION

WHEREAS, the Board of Education pursuant to N.J.S.A. 18A: 18A-1 (et seq) advertised for sealed bids for 2015-24 Cedarbrook HVAC System Control Upgrades on July 18, 2015,

WHEREAS, in accordance with that advertisement bids were received, publicly opened and read aloud at the Board of Education Office on Thursday, August 6, 2015 at 10:30 a.m. with the following results.

Description	AME, Inc. Fairfield, NJ	ATC System, Inc. Middlesex, NJ
Cont. #7 – BB (HVAC System Control Upgrade)	\$67,333.00	\$112,000.00
Cont. #7 – AA (Remove & Replace 2-way Pneumatic Control Valves)	\$15,000.00	\$20,000.00
Cont. #7B – AA (Install New Control Valve Lower Compartment of Ea. Unit 2-way DDC)	\$15,000.00	\$20,000.00
Cont. #7C – AA (Install New Control Valve Lower Compartment of Ea. Unit – 3-way DDC)	\$25,000.00	\$22,500.00

RESOLVED, that the Plainfield Board of Education accepts the lowest responsible and responsive bid of \$92,333.00 for **AME, INC.** Fairfield, NJ.

E. Acceptance – 2015-2016 21st Century Community Learning Centers (CCLC) Continuation Grant (NCLB 2001, Title IV, part B)

Strategic Plan Link

Goal 1: Learning Outcomes

To improve the learning and academic performance of all students in all PPS

Goal 2: Human Resources

To improve the recruitment, retention, and development of district staff

Goal 3: Business Practice

To improve the overall efficiency and effectiveness of district school operations

Goal 4: Safe Learning Environment

To provide a safe, secure, professional and clean environment for students, staff, and community members

Goal 5: Family & Community Engagement

To actively engage families and communities in a meaningful, structured and productive manner that promotes learning and cooperation

The Superintendent of Schools recommends, and I so move, adoption of the following:

RESOLUTION

The Plainfield Board of Education is committed to ensuring that all students succeed academically and reach their full potential in life. In doing so, it is also committed to providing opportunities for students (inclusive of English Language Learners and Special Education), families and community members to engage in meaningful and productive activities to ensure that all students meet the New Jersey Core Curriculum Content Standards and achieve high academic and life-long success.

The FY 2015-2016 21st Century Community Learning Centers (CCLC) Grant application for the Department of Student Intervention and Family Support Services of Plainfield Public Schools has been read and evaluated by a panel of reviewers and thus determined eligible for award. The application has been approved; as conducted by the Office of Student Support Services and the Office of Grant Management (OGM) of the New Jersey Department of Education Office of Educational Support Services (by way of NCLB Act 2001, Title IV, Part B) in the amount of \$550,000. The project period for this Five Year Grant award is September 1, 2014 through August 31, 2019 with the 2015-2016 Year Two Grant award period beginning September 1, 2015 through August 31, 2016.

The FY 2015-2016 21st CCLC Grant award funding will be utilized to develop and provide high-quality, expanded learning services (after school, Saturday Academies, summer) at five (5) school sites including CH Stillman Elementary School, Washington Community School, Jefferson Elementary School, Evergreen Elementary School, and Hubbard Middle School, for a targeted population of no less than 301 students and their families for the Five Year Grant period (September 1, 2014 – August 31, 2019). The expanded learning program at CH Stillman, Washington, Jefferson, and Evergreen Elementary Schools will operate Monday-Friday 2:45PM-5:45PM (Saturday Academies 8:30AM-12:30PM) and Hubbard Middle School will operate Monday-Friday 3PM-6PM beginning Monday, September 28, 2015 through Friday, May 13, 2016. The summer learning component will operate at Plainfield High School (grades 6-12) and Clinton Elementary School (grades 4-5) Monday-Friday 8AM-4PM beginning Monday, June 27, 2016 through Friday, August 5, 2016.

RESOLVED, that the Plainfield Board of Education approves acceptance of the final approval status for the application for 21st CCLC Continuation Grant funding in the amount of \$550,000 provided through the New Jersey Department of Education Office of Educational Support Services and authorizes the implementation of the 21st Century Community Learning Centers (CCLC) at five (5) school sites including CH Stillman Elementary School, Washington Community School, Jefferson Elementary School, Evergreen Elementary School (including Saturday Academies), and Hubbard Middle School, as well as the Summer Learning Camp component, effective September 1, 2015 through August 31, 2016.

F. Consolidation Monitoring Report – Corrective Action Plan

Strategic Plan Link:

Goal 3: Business Practices

To improve the overall efficiency and effectiveness

The Superintendent of Schools recommends, and I so move, adoption of the following:

RESOLUTION

WHEREAS, the State Department of Education, Office of Fiscal Accountability and Compliance has completed a Consolidation Monitoring Report which covered the period of July 1, 2013 to June 30, 2014, and

WHEREAS, the results of the audit requires a Corrective Action Plan to address the findings; now therefore be it

RESOLVED, that the Plainfield Board of Education approves the Corrective Action Plan to be submitted to the State Department of Education, Office of Fiscal Accountability.

RECOMMENDATION NUMBER	CORRECTIVE ACTION APPROVED BY BOARD	METHOD OF IMPLEMENTATION	PERSON(S) RESPONSIBLE	COMPLETION DATE OF IMPLEMENTATION
1, 2, 3, 9, 10, 11, 12, 14, 15, 16, 22, 23, 24, 25, 26, 29	Provide invoices and/or adequate documentation to NJDOE to support charges or expenditures for Title I, IIA, III, III Immigrant. IDEA and Perkins or remit unsupported charges to NJDOE.	Organize and send supporting documentation to NJDOE	D. Ciccone BJ Brown-Johnson P. Williamson A. Adams W. Worley Y. Koon C. Lam	Sept. 2015
4	Ensure that 2014-2015 school-wide plans are complete and uploaded in EWEG	Review school-wide plans in Office of Educational Services. Upload revised 2014-15 plans in EWEG.	Title I Principals S. Johnson Tucker D. Ciccone	Sept.-Oct. 2015
5	Ensure that school parent involvement policies are distributed to all parents/guardians in the Title I funded schools	Submit evidence of parent involvement policy distribution to NJDOE.	Title I Principals S. Johnson-Tucker D. Ciccone	Sept.-Oct. 2015
6	Convene Annual Title I Parent Meetings and submit evidence of the meetings (Invitational flyer, agenda, sign-in sheets)	Collect and organize evidence of Title I Annual Parent meeting & submit evidence to NJDOE.	Title I Principals S. Johnson-Tucker D. Ciccone	Sept.-Oct. 2015

7, 8	<p>Formalize non-public consultation.</p> <p>Process and ensure third-party contract specifies student eligibility data/selection/identification criteria services proofed/evaluation/modified if relevant.</p>	<p>Provide copies of non-public meeting agendas, minutes and sign-in sheets to NJDOE for review and attach supporting documentation from Union County Educational Services Commission.</p>	D. Ciccone	Sept.-Oct. 2015
13	<p>Revise Title III parental notification letter to meet specified Title III requirements.</p>	<p>Submit revised letter to NJDOE.</p>	P. Williamson D. Ciccone	Sept. 2015
17	<p>Ensure the IEP team considers general education class first and all required decisions of placement are documented in IEP for each student removed more than 20% of school day.</p> <p>Conduct training for Child Study team members and develop an oversight mechanism to ensure compliance.</p>	<p>Conduct and document training to address IEP placement considerations and compliance oversight mechanisms.</p>	A. Adams B. Filippatos D. Ciccone	Sept. 2015
18, 19, 21	<p>Create a plan to develop structured learning experiences for all students in CTE programs and create a plan to collect demographic data for each CTE program relating to equitable access of program participants.</p> <p>Provide a copy of the CTE safety and health plan or begin development of this plan.</p>	<p>Create plans to develop structured learning experiences for students in CTE programs and for collection of demographic data on equitable access.</p> <p>Submit copy of CTE safety and health plan to NJDOE.</p>	W. Worley V. Principals D. Ciccone	Sept.-Oct. 2015
20	<p>Establish an Advisory Board for each approved CTE program, with membership representation per N.J.A.C. 6A:19-3.1: Development, Approval and Delivery of Career and Technical Education (program requirements) and ensure that each advisory Board must meet twice per project period.</p>	<p>Once established, district must submit copy of Advisory board Minutes to NJDOE Perkins Program Officer.</p>	W. Worley V. Principals D. Ciccone	Sept.-Nov. 2015
27, 28, 30	<p>Improve procedures to account for expenditures in Perkins grant.</p>	<p>Monitor and track expenditures per approved budget and submit amendments (if applicable, in a timely manner). Charge expenditures to general ledger account numbers with proper line item codes.</p>	G. Ottmann C. Lam D. Ciccone	Sept. 2015

31	Ensure that reports and records from financial management system and supporting documents are complete and available for review.	Coordinate requests from different auditors.	G. Ottmann C. Lam Y. Koon D. Ciccone	Sept. 2015
32	Implement a process to ensure that purchase orders are issued prior to receiving goods/services from vendors.	Provide in-service purchasing training for district administrators.	G. Ottmann Y. Koon D. Ciccone	Sept. 2015
33	Ensure consistent format/content of human resource agenda items for federally funded staff and update district internal controls.	Create template for agenda items per guidance from NJDOE.	Director of Human Resources D. Ciccone	Sept.-Oct. 2015

XII. REPORT OF THE POLICY COMMITTEE

A. Adoption of Policies – First Reading

The following is recommended for adoption:

RESOLUTION

WHEREAS, the Plainfield Board of Education has reviewed the policies listed below and finds them acceptable for the management and operation of the Plainfield Public Schools, and

WHEREAS, the Plainfield Board of Education now finds it necessary that these policies be implemented, now therefore be it

RESOLVED, that the Plainfield Board of Education approves, on **first reading**, the following policies that will be available for public inspection and comment, with final Board adoption anticipated at next month’s scheduled business meeting:

<u>Policy Number</u>	<u>Title</u>	
4112.8/4212.8	Nepotism	Amended

XIII. ADJOURNMENT

YK/bsc