

PLAINFIELD BOARD OF EDUCATION
Plainfield, N.J.

Date: Tuesday, July 26, 2016

Time: 6:30 p.m. PUBLIC SESSION
6:35 p.m. MEETING CLOSED FOR
EXECUTIVE SESSION
8:00 p.m. BUSINESS MEETING

Place: **PLAINFIELD HIGH SCHOOL
CAFETERIA
950 PARK AVE.**

Board of Education Members

Mrs. Emily E. Morgan, President
Mr. Dorien Hurtt, Vice President
Ms. Lynn B. Anderson
Mr. Terrence S. Bellamy, Sr.
Mr. John C. Campbell
Mrs. Carletta D. Jeffers
Ms. Carmencita T. Pile
Mr. David M. Rutherford
Mr. Richard Wyatt
Mrs. Anna Belin-Pyles, Superintendent

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

WELCOME to a BUSINESS 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, July 18, 2016 to be advertised on Saturday, July 23, 2016 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.	Various Locations	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.

VII. REMARKS FROM THE BOARD PRESIDENT

VIII. REMARKS FROM THE SUPERINTENDENT

IX. PRIVILEGE OF THE FLOOR

At the business meetings, privilege of the floor will be provided for sixty minutes for public comment prior to committee reports. Members of the public in attendance will have the opportunity to raise concerns during this period of the meeting. Members of the public may speak once for a maximum period of five (5) minutes by the clock; this time is not transferable by one individual to another.

X. REPORTS FROM COMMITTEE CHAIRPERSONS

XI. REPORT OF DELEGATES/LEGISLATIVE

XII. REPORT OF BOARD/SCHOOL LIAISONS

XIII. APPROVAL OF MINUTES OF PREVIOUS MEETING

The Board Secretary presents the following minutes:

June 8, 2016	Work & Study Meeting
June 14, 2016	Work & Study Meeting
June 21, 2016	Business Meeting
June 30, 2016	Special Meeting

XIV. REPORT OF THE CURRICULUM & INSTRUCTION COMMITTEE

A. Professional Development

(1) Schoolwide, Inc. – Literacy Teaching Series – Hubbard Middle 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.

As per a line item “Action Step” within the **Hubbard Middle School** Improvement Plan (SIP) for the 2016-2017 academic year, consultation for enhancing best practices within the adopted research-based methodology for literacy instruction will be provided by a contracted organization, Schoolwide Inc.

To promote effective instruction, as detailed within Primary Turnaround Principle #3, foundations within the Readers and Writers Workshop model for reading instruction, as well as instructional coaching and resource orientation, will be provided to Hubbard literacy teachers. The following areas will be targeted: building profiles of students as readers; the structure and practice of Guided Reading; reader’s response methods; the utilization of reader’s notebooks; tiered and academic vocabulary; optimizing the classroom environment; running strategy groups with readers; and writing conferring methods. Additionally, the consultant will train and coach the Hubbard library media specialist in the establishment and maintenance of protocols for leveled book borrowing; the provision of interactive read alouds; the optimization of classroom libraries, and other areas.

The breakdown is as follows:

Dates	2016-17 Academic Year – <i>dates to be determined</i>
Cost Per Day	\$1,700.00
Number of Days	12
Literacy Teachers	13
Total Cost to District	\$20,400.00

RESOLVED, that the Plainfield Board of Education approves payment to Schoolwide, Inc., for professional development during the 2016-17 academic year – total cost not to exceed \$20,400.00. The availability of funds for this item has been verified and will be charged to account 20-232-200000-320A-23-0000 (Title I SIA).

(2) Frontline Technologies – Teacher Effectiveness Training

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 district professional development.

BJ BrownLawson, Director, Professional Development/Teacher Effectiveness, recommends *Frontline Technologies* Professional Learning Team to provide MLP OASYS professional development training to occur during our Administrative Retreat, August 23-25, 2016, and/or during our district in-service days Oct. 7, 2016 and March 20, 2017 (total of two {2} in-service days – *specific dates to be confirmed*).

The breakdown is as follows:

Sessions Per In-service Day	Trainers Per In-service Day	Total Cost
4	1	\$3,750.00

Breakdown of MLP OASYS Face to Face Sessions
• 90-minute face-to face interactive training for up to four (4) cohorts per day
• Up to twenty-five (25) participants per cohort
• Four (4) observer cohort and four (4) teacher cohorts (two cohorts each day)

Frontline Technologies will provide evaluation tools, that incorporate benchmarks, feedback and performance indicators training. This system will assist the district with the rigor and integrity of the observation process. In observer cohorts, participants will master MLP OASYS navigation features, tools and evaluation forms.

RESOLVED, that the Plainfield Board of Education approves for *Frontline Technologies*, professional development training – total cost not to exceed \$3,750.00. The availability of funds for this item has been verified and will be charged to SY17 Title II funds.

(3) Schoolwide, Inc. – Summer Institute – Hubbard Middle 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.

As per a line item “Action Step” within the **Hubbard Middle School** Improvement Plan (SIP) for the 2016-2017 academic year, consultation for the Summer Institute aimed at enhancing best practices within literacy instruction will be provided by a contracted organization, Schoolwide Inc.

To promote effective instruction, as detailed within Primary Turnaround Principle #3, foundations within the research-based pedagogy for reading instruction, as well as modeling and resource orientation, will be provided to Hubbard literacy teachers. The following areas will be targeted: Guided Reading, selection and utilization of leveled texts, conferring strategies with writers, Running Records, writer’s notebooks, executing mini lessons, and other strategies within the Reader’s and Writer’s Workshop realm.

The breakdown is as follows:

Dates	August 29-31, 2016
Cost Per Day	\$1,700.00
Number of Days	3
Literacy Teachers	13
Total Cost to District	\$5,100.00

RESOLVED, that the Plainfield Board of Education approves payment to Schoolwide, Inc., for professional development at the Hubbard Summer Institute – total cost not to exceed \$5,100.00. The availability of funds for this item has been verified and will be charged to account 20-232-200000-320A-23-0000 (Title I SIA).

(4) 18th Annual National Dance Education Organization Conference – Arlington, VA – PAAAS

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 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.

Vicki Jenkins, Dance Teacher, **Plainfield Academy for the Arts and Advanced Studies**, will attend the 18th Annual National Dance Education Organization (NDEO) Conference, held at the Hyatt Regency Crystal City in Arlington, Virginia.

Ms. Jenkins is required to provide a workshop for all PPS dance teachers during a District scheduled professional development day.

Ms. Jenkins is requesting *only* the expense of registration be paid through the Board of Education.

Date	October 6-10, 2016
Registration	\$425.00
Total Cost to District	\$425.00

This workshop is an annual conference given by the NDEO and is aimed at advocating, analyzing and advancing Dance Education. Three (3) full days include over 150 workshops, master classes, presentations and performances.

RESOLVED, that the Plainfield Board of Education approves Vicki Jenkins to attend the 18th Annual National Dance Education Organization Conference, October 6-10, 2016 – total cost not to exceed \$425.00. The availability of funds for this item has been verified and will be charged to account 15-000-221000-320A-52-0000 (Staff Training/Development).

(5) Association for Middle Level Education 2016 Institute – Austin, TX – Hubbard

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 students. Therefore, it has provided the Superintendent of Schools the authority to employ non-administrative and administrative staff members in professional development opportunities.

Hubbard School Administrators, Kwame Asante – Principal, and Najla Solomon – Vice Principal, will attend the AMLE 2016 Institute for Middle Level Leadership in Austin, Texas, October 8-13, 2016.

The expense per the GSA, is as follows:

Registration (<i>\$699.00 per person</i>)	\$1,398.00
Lodging (<i>inc. 18% tax - \$955.00 per person</i>)	\$1,911.60
Transportation (<i>air/ground \$491.20 per person</i>)	\$982.40
Food / Incidentals (<i>\$324.50 per person</i>)	\$649.00
Total Cost to District	\$4,941.00

The conference will assist school leaders with exploring challenges of a middle school administrator from multiple angles and apply the ideas and insights gained to foster improvement at the middle school level. Also, the leadership conference is geared toward school leaders acquiring extensive knowledge and leadership aptitude based on some of the Regional Achievement Center's 8 "Turn Around Principles" outlined for priority schools as well as meeting the expectations of the SIP (School Improvement Plan). Sessions scheduled for participants include the following Spotlight on Leadership topics:

- School Turn Around
- Inclusion-Co-Teaching
- Supporting ELL Learners
- School Leadership
- Tools for School Improvement
- Lead Like a Pirate

RESOLVED, that the Plainfield Board of Education approves Najla Solomon and Kwame Asante will attend Association for Middle Level Education: 2016 Institute for Middle Level Leadership in Austin, TX, October 8-13, 2016 – total cost not to exceed \$4,941.00. The availability of funds for this item has been verified and will be charged to account FY17 Title I SIA Funds.

B. Submission of Individuals with Disabilities Education Act (IDEA) Grant SY 2016- 2017

Strategic Plan Link

Goal 1: Learning Outcomes:

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

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

RESOLUTION

The Individuals with Disabilities Education Act (IDEA) grant is applied for yearly. It is an entitlement grant funded by the Federal government through the New Jersey Department of Education. The BASIC grant allocation is \$1,665,551 of which 15% is allocated for mandated coordinated Early Intervening Services (CEIS) and \$302,086 is allocated for non-public proportionate share. The Preschool grant (ages 3-5) allocation is for \$46,273 and non-public share (Basic ages 3-21) is for \$16,611. The grant period begins July 1, 2016, and ends on June 30, 2017.

This grant will provide funds to supplement the payment of tuition and the purchase of materials and services for special education students ages three through twenty-one. Fifteen percent of these funds will be utilized to track, coordinate and implement early intervening services for those non-classified African-American students in kindergarten through grade twelve who have not been identified as needing special education or related services, but are at risk and therefore require additional academic and behavioral supports through coordinated early intervening services. Although this in an entitlement grant, an application must be submitted.

RESOLVED, that the Board of Education authorizes the Superintendent of Schools approve the acceptance of the Individuals with Disabilities Education Act, Part B grant to support educational programs in the district.

Funding Source	Program Description	Amount	Administrator
FY2016- 2017 Individuals with Disabilities Education Improvement Act, Part B	Basic (ages 3-21) – Provides tuition, services, supplies and materials for special education students.	Basic \$1,665,551	Antoinette Adams
	CEIS – 15% of IDEA – Funds for children in grades K-12 not currently identified as children with disabilities, but who need additional academic and behavioral support to succeed general education environment.	CEIS \$302,086	Antoinette Adams
	Pre-School (Ages 3-5) – Funds are used to provide services and materials for preschool students with disabilities ages three to five.	Pre-School \$46,273	Antoinette Adams
	Nonpublic Proportionate Share (Basic ages 3-21) – Provides services to students with disabilities who are parentally placed in private schools located within the school district.	Nonpublic Proportionate Share \$16,611	Antoinette Adams

**C. Acceptance of Workforce Innovation and Opportunity Act
Program Grant 2016-2017 to operate WIOA Youth 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 Standards, achieve academic, and life-long success.

The Union County Workforce Investment Board is charged with helping economically disadvantaged youth, ages 16 through 21 to improve academic performance in school, access job training, higher education opportunities, gain skills needed to progress in career goals, and obtain employment.

The Department of Student Intervention and Family Support Services through School Based Youth Services Program has applied and expect the Union County Workforce Investment Board to award \$30,000.00 to Plainfield Board of Education for the 2016-2017 academic school year. The funds are to operate a Workforce Innovation and Opportunity Act in school Youth Program.

The Department of Student Intervention and Family Support Services through School Based Youth Services Program, will implement the WIOA Youth Program. The WIOA Youth Program will provide a summer work and/or after school work program during the 2016-2017 budget year. The program will give students the opportunity to develop appropriate skills necessary to be successful in school and in the workplace. Employed student names are on file with the Board Secretary.

The breakdown is as follows:

Dates of Program Operation <i>(pending release of funding)</i>	2016-2017 Budget Year (August – June)
Days and Times <i>(pending release of funding)</i>	Mon.-Thurs. – Aug. 2016 – 9:00 am – 5:00 pm Mon.-Thurs. – Sept. – June – 3:00 pm – 5:00 pm
Number of Student Employees	30
Student Pay Rate <i>(per hour)</i>	\$10.00
Total Grant Awarded	\$30,000.00

RESOLVED, that the Plainfield Board of Education approves the Department of Student Intervention and Family Support Services, through the School Based Youth Services Program, to implement the WIOA Youth Work Program. There is no cost to the District.

D. Special Permission to Attend Washington Community School for School Year 2016-17

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 Common Core, achieve academic, and life-long success.

WHEREAS, Johanna Heredia Deleon is an employee in good standing with the Plainfield Public School district and would like permission for her child attend Washington Community School.

RESOLVED, that the Plainfield Board of Education approves the Special Permission Request for the child of Johanna Deleon to attend Washington Community School with the understanding that the school and the district reserve the right to rescind this permission allowance if it conflicts with the best interest of the district.

E. Teacher Effectiveness: Frontline–MLP OASYS

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 member to participate in district professional development.

BJ BrownLawson, Director, Professional Development/Teacher Effectiveness recommends Frontline Technologies, who purchased Teachscape, to transition us over to their MLP OASYS Online Tool that will be used with our Charlotte Danielson Framework for Teaching Proficiency System. Frontline Technologies will provide professional development throughout the 2016-2017 academic school year.

They will provide evaluation tools, that incorporate benchmarks, feedback and performance indicators training. This system will assist the district with the rigor and integrity of the observation process. It will allow Administrators to view the strengths and weakness and target professional learning opportunities.

RESOLVED, that the Plainfield Board of Education approves for Frontline Technologies to provide professional development related to our evaluation tools for the academic school year 2016-2017.

**F. Middlesex County Arts High School and Arts Middle Schools:
Gifted and Talented Students in Literary, Performing and Visual Arts**

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 also committed to providing opportunities for and ensuring all students meet the New Jersey Core Curriculum Content Standards, achieve academic, and lifelong success.

In partnership with Middlesex County Arts High School and Art Middle School, Plainfield Public Schools will offer students in grades sixth through twelve an opportunity to participate in an early release-time program for gifted and talented teens. Students are selected for the program by auditioning with the staff of the Middlesex County Arts High and Middle Schools. The classes are administrated by the Arts and Education Center, which has been operating the program in Middlesex County for the past thirty-five (35) years.

Classes are held on the Middlesex County College campus in Edison, New Jersey. High school students are eligible to receive college credits through Middlesex County College. The first twenty (20) students accepted into the program will be reimbursed for the audition fees. The breakdown is as follows:

Cost Per Student	\$1,100.00
Maximum Number of Students	20
Total Cost to District	\$22,000.00

The Arts High School classes will be held on Tuesday afternoons from January to May 2017; 1:00 – 4:00 pm for fourteen (14) weeks. Arts Middle School classes will be held Wednesday afternoons from February to May 2017; 1:00 – 4:00 pm for twelve (12) weeks. The cost includes material fees, enrollment fees and college credit fees. Students will engage in the following academic and enrichment classes:

- Art-Drawing and Painting
- Art-3-D
- Creative Writing
- Filmmaking
- Instrumental Music
- Modern Dance
- Musical Theatre
- Photography
- Theatre Arts

RESOLVED, that the Plainfield Board of Education approves Plainfield Public Schools to enter into a contractual agreement and partnership with Middlesex County Arts High and Arts Middle Schools; as well as reimbursement of auditions fees for the first twenty (20) students accepted into the program – total cost not to exceed \$22,000.00. The availability of funds for this item has been verified and will be charged to account 11-000-221000-500A-26-0000 (Other Purchased Serv – 400-500).

G. Teacher Effectiveness: Frontline Technologies
Teacher Evaluation System Contract: (Transition from Teachscape)

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 member to participate in district professional development.

BJ BrownLawson, Director, Professional Development/Teacher Effectiveness, recommends Frontline Technologies (who purchased Teachscape, Inc.) using Charlotte Danielson Framework for Teaching Proficiency System, which will provide the following services for staff members throughout the 2016-2017 academic school year.

Renewal Services	Renewal Term	Quantity	Purpose	Cost
Focus for Observers Annual License – Recertification	August 1, 2016 through July 31, 2017	10 Users	A self-pace on-line training system that includes scoring practice, assessment for recertification. Recertification training based on Charlotte Danielson Framework Component Modules	\$2,990.00
Focus for Teachers Annual License	August 1, 2016 through July 31, 2017	65 Users	<i>On-line training that includes:</i> <ul style="list-style-type: none"> ▪ Master-score videos illustrating effective teaching ▪ Reflective exercises that reinforces instructional strategies ▪ Charlotte Danielson Framework Component Modules 	\$2,340.00
MLP OASYS Annual License	August 1, 2016 through July 31, 2017	720 Users	A customizable observation and evaluation system that allows classroom observers and instructional leaders to conduct survey-based classroom walkthroughs and rubric-based teaching observations and evaluations. Includes: <ul style="list-style-type: none"> • Survey-based classroom walk-through tools and rubric-based observation and evaluation functionality • Capability to integrate multiple measures of teaching performance • Reporting tools that monitor trends and patterns and provide actionable feedback • Compatibility with smartphones, tablets, and laptop computers 	\$23,760.00

Teacher Effectiveness: Frontline Technologies
Teacher Evaluation System Contract: (Transition from Teachscape) (cont'd.)

Renewal Services	Renewal Term	Quantity	Purpose	Cost
Learn with Ed Training Center Upgrade Bonus Tool Annual License Renewal	August 1, 2016 through July 31, 2017	15 Schools	Learn is a video-rich Learning Management system that helps teachers and administrators reflect on practice, collaborate with colleagues, build relevant skills and add content. With a research-based K-12 course library of over 174 courses, the Professional Learning Suite within Learn provides access to a rich, deep array of easy-to-use, online multimedia content libraries. These libraries help teachers and instructional leaders deepen their understanding of academic content while developing effective strategies for improving teaching and learning. The extensive resources are offered as ten content libraries organized into over 40 topics and over 450 hours of instruction.	\$40,500.00
MLP OASYS MMR Rubric – Add-ON	August 1, 2016 through July 31, 2017	48 Users	Administrators' Evaluation Tool	\$2,880.00
Total Cost				\$72,470.00

RESOLVED, that the Plainfield Board of Education approves for Frontline Technologies, to provide Renewal Services – total cost not to exceed \$72,470.00. The availability of funds for this item has been verified and will be charged to account 11-000-221000-320A-03-0000 (Personnel Improv Pro Serv).

**H. Commissioner's Program and Guidance
for Determining Grades under the Anti-Bullying Bill of Rights Act**

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 Anti-Bullying Bill of Rights Act (ABR) (N.J.S.A. 18A:17-46) requires for all public schools/districts to conduct and complete a school self-assessment of the implementation of the Anti-Bullying policies, programs and practices. The purpose of the assessment is to reinforce and strengthen the district's Harassment, Intimidation and Bullying (HIB) prevention and intervention programs, procedures, and strategies. In addition, the New Jersey Department of Education will rate and issue a grade for each school as a result/scoring of the self-assessment.

The eight (8) core elements are:

- HIB Programs, Approaches or Other Initiatives
- Training on the BOE-approved HIB Policy
- Other Staff Instruction and Training Programs
- Curriculum and Instruction on HIB and Related Information and Skills
- HIB Personnel
- School Level HIB Incident Reporting Procedure
- HIB Investigation Procedure
- HIB Reporting

RESOLVED, that the Plainfield Board of Education approves the 2016-2017 School Self-Assessments completed by the building Anti-Bullying Specialists, School Safety Teams, and Principals.

RESOLVED, that the Superintendent of Schools/District Anti-Bullying Coordinator is required to obtain public comment and approval from the Board of Education to submit each school's rating to the New Jersey Department of Education and enter data in the NJDOE web-based system.

I. Creative Writing Curriculum for ELA – PAAAS

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 recommends the adoption of the Creative Writing Curriculum for English Language Arts at PAAAS (Scope and Sequence Pacing Guides). This curriculum was developed by the School Curriculum Writing Team.

The curriculum documents feature standards organized in units with key concepts and skills identified, and a suggested pacing guide for the unit. The standards for ELA are an integral component of the NJ Standards (CCSS) and are highlighted accordingly in the units.

Additionally, the curriculum includes guidance on the levels of thinking required to provide for a greater depth and breadth of learning, which can assist teachers in utilizing the cognitive processes and defining the level of thinking involved in rigorous learning opportunities. It also breaks down a workshop and process model for the class with a great emphasis on student/teacher conferencing and peer critiquing.

RESOLVED, that the Plainfield Board of Education approves adoption of the ELA-Creative Writing PAAAS Curriculum (Scope and Sequence Pacing Guides) to support our goal of student achievement and to increase students' proficiency levels.

J. PHS - Summer Master Scheduling and Planning

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 recognizes a highly qualified, competent, skilled, and dedicated workforce is essential to the success of the District and 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, and achieve life-long success.

Plainfield High School has determined that there is a need for curriculum planning and development to comply with established State and District guidelines, and improve student learning. The teachers will be responsible for developing and implementing educational programs to effectively deliver high quality instruction aligned to the Common Core Standards to all students attending Plainfield High School.

Plainfield High School has a unique grade level configuration which requires an extensive amount of work to complete the school master schedule for the 2016-2017 school year.

Dates	July 11 - August 19, 2016
Days/Time	Monday-Thursday / 9:00 am - 2:00 pm
Certified Staff	9 Teachers
Rate of Pay/Maximum	\$36.00/\$2,650.00
Total Cost to District	\$23,850.00

RESOLVED, that the Plainfield Board of Education approves the PHS Summer Master Scheduling and Planning for the 2016-2017 school year – total cost not to exceed \$23,850.00. The availability of funds for this item has been verified and will be charged to account 15-130-100000-101C-52-0000 (PHS Stipend).

K. Summer Institute – Hubbard Middle 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.

In support of obtaining these goals, the **Hubbard Middle School** Summer Institute, will provide professional development support on best instructional practices for teachers in Literacy, Math, Social Studies, Science, ESL, and SPED to provide support for the implementation of Hubbard's School Improvement Plan and goals outlined for 2016/17 SY.

The Summer Institute's purpose is to offer extended learning opportunities for our teachers who need professional assistance with implementing best instructional practices as defined within Hubbard's School Improvement Plan. All professional development will be aligned with School Improvement Plan and 8 Turn-Around Principles as designated by Regional Achievement Center for certificated staff members.

The breakdown is as follows:

Dates	August 29 – 31, 2016
Number of Teachers	36
Total Hours <i>(5.5 per day)</i>	16.5
Rate Per Hour / Maximum Cost	\$36.00 / 594.00
Total Cost to District	\$21,384.00

RESOLVED, that the Plainfield Board of Education approves the operation and participation of the Hubbard Middle School's Summer Institute August 29-31, 2016 – total cost not to exceed \$21,384.00. The availability of funds for this item has been verified and will be charged to FY 2017 NCLB Title I 200-100 account (Teacher Stipend).

**L. 2015-2016 School Year – English/Spanish District-Wide Translation Team –
The Office of Bilingual Education/ESL and WL**

Strategic Plan Link

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 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 staff members to perform additional assignments within our District.

There is a fast growing Spanish speaking community in Plainfield, there is an increased need for district and school personnel to send written notices, letters, and other important information to parents in their native language (Spanish). Translations will provide parents with information pertaining to their child's education.

Dates	July 1, 2015 – August 31, 2015
Number of Staff	2
Rate pay / Maximum Not to Exceed	\$36.00 / \$1,134.00
Total Cost to District	\$1,134.00

RESOLVED, that the Plainfield Board of Education approves oral/text translators for the summer of the 2015-2016 school year at a rate of \$36.00 per hour from July 1, 2015 to August 31, 2015 (hours determined based on case load and needs of individual locations) – total cost not to exceed \$1,134.00. The availability of funds for this item has been verified and will be charged to account 11-000-221000-104B-26-0000 (Curriculum Stipends).

M. Summer Curriculum and Instructional Planning – PHS (AMENDED Cost)

Strategic Plan Link

Goal 1: Learning Outcomes:

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

Goal 3: Business Practices:

To improve the overall efficiency and effectiveness of District and school operations

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, the Common Core State Standards, achieve academic, and life-long success.

Plainfield High School has determined that summer planning is needed to plan effective instruction related to school and district goals. The planning committee will be responsible for developing and implementing plans and procedures for effectively implementing the New Jersey Student Learning Standards.

Dates	August 1-19, 2016
Days / Time	Monday – Friday – 8:30 am - 4:30 pm
Staff	12 Teachers
Rate of Pay / Maximum Not to Exceed	\$36.00 / \$1,260.00
Total Cost to District	\$15,120.00

The PHS staff will focus on the following areas:

- revisit procedures and practices for an effective school climate and culture
- planning effective research based professional development to support all content areas
- planning effective programming that supports all content areas
- reviewing data to support teaching practices and learning outcomes

Changes in curriculum and shifts in instruction require teachers to revisit effective teaching practice to ensure instruction is delivered at the highest levels. Research has concluded that teacher leadership is important in increasing learning opportunities for students. Studies have specifically found that teacher leaders need the following conditions to be successful:

1. Time set aside to collaborate with colleagues.
2. Professional development including aspects specific to leadership.
3. Improved self-confidence through collaboration, using new teaching approaches and action research. (Harris, 2003)

RESOLVED, that the Plainfield Board of Education approves Plainfield High School's Summer Curriculum and Instructional Planning – total cost not to exceed \$15,120.00. The availability of funds for this item has been verified and will be charged to account 15-140-100018-101C-25-0000 (PHS Stipends).

N. Curriculum Design Team (Mathematics, Soc. Studs, Science, ELA) – PHS

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 that all students meet the New Jersey Core Curriculum Content Standards, achieve academic, and life-long success.

Rigorous Curriculum Design creates a set of intentionally aligned components, including powered, “unwrapped” standards, common formative assessments, performance tasks, instructional strategies, and curriculum map lesson plans. These tools become the basis for effective teaching and leadership and drive educational decision-making. Moving toward deep implementation of Rigorous Curriculum Design, as a framework for utilizing standards and assessments, over the next year will prepare Plainfield Public School District for an impressive increase in student achievement.

The Mathematics, Social Studies, Science, English Language Arts Curriculum Design Team will create a set of intentionally aligned components, common formative assessments, instructional strategies, performance tasks and curriculum map lesson plans. These tools become the basis for effective teaching strategies in African American Literature, Global Literature, Global Issues/Policies, and finally Consumer Math.

The breakdown is as follows: **August 1, 2016 – August 19, 2016**

Curriculum	Teacher(s)
Advanced Placement (AP) United States History	Ms. Beverly Lyons
Global Literature	Ms. Katrina Wyatt
	Mr. Sebastian Hill
African American Literature	Ms. Deborah Smith-Bennett
	Mr. Sean Huggins
History Through Film	Mr. Joseph Colodne
	Mr. Joseph Michelucci
Consumer Mathematics	Mr. Caleb Williams
	Ms. Lenny Jimenez
Statistics and Probability	Ms. Maya Menon
	Mr. James Walters
9 th Grade Science	Dr. Dana Graziano
	Ms. Tanja Brookens

Video Game Design I	Mr. William Wessells
	Ms. Tatiana Vilburn-Etienne

RESOLVED, that the Plainfield Board of Education approves the Plainfield High School Curriculum Design Team for the 2016-2017 school year - total cost not to exceed \$37,800.00. The availability of funds for this item has been verified and will be charged to account FY17 15-140-100018-101C-25-0000 (PHS Stipends).

XV. REPORT OF THE FINANCE COMMITTEE

A. Reports of the Board Secretary and Treasurer – May 2016

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.

FUND	CASH BALANCE	APPROPRIATION BALANCE	FUND BALANCE
(10) General Current Expense Fund			
(11, 16, 17,18) Current Expense	12,064,100.35	3,184,982.66	2,947,504.98
(12) Capital Outlay	-	4,189,608.97	-
(13) Special Schools	-	-	-
(15) Reform Schools	1,619,659.46	1,683,428.97	111,441.86
Capital / Maintenance Reserve	14,000,000.00	-	11,000,000.00
(20) Special Revenue Fund	2,987,422.26	1,371,508.17	104,603.42
(30) Capital Projects Fund	-	-	-
(40) Debt Service Fund	-	-	-
(60) Enterprise Fund	2,006,793.34	779,182.97	1,046,064.19
TOTAL	32,677,975.41	11,208,711.74	15,209,614.45

B. Payment of Bills — June 17, 2016 – June 29, 2016

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
208802 – 209040

in the amount of \$ 779,463.06

On the Agency Account
1200

in the amount of \$ 760,000.00

On the Food Service Account

in the amount of \$-0-

IN THE GRAND TOTAL AMOUNT OF \$1,539,463.06

C. 49th Annual Cube Conference

The following is recommended for adoption:

RESOLUTION

WHEREAS, the Plainfield Board of Education has determined that the 49th Annual CUBE Conference in Miami, Florida from September 29, 2016 to October 1, 2016 is vital and necessary to the goals of the District and the success of the Board; and

WHEREAS, the specific focus of the conference is the learning opportunities for all children; how to make quality and equitable education to all and important role that leadership can play in addressing systemic inequities in schools, now therefore be it

RESOLVED, that the Plainfield Board of Education hereby authorizes Dorien Hurtt, Carletta Jeffers, Emily Morgan and Carmencita Pile to attend the conference, which is not to exceed \$8,600.00 and charged to 11-000-230000-580A-01-0000 (Board Travel), and be it

FURTHER RESOLVED, that the Board Members share the information received from the conference with the Board.

D. Appointment of Workers Compensation Self-Evaluation Plan Claim Liability Evaluator

Strategic Plan Link:

Goal 3 - Business Practices

To improve the overall efficiency and effectiveness of district and school operations

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

RESOLUTION

WHEREAS, The Plainfield Public Schools has operated a self-insured workers compensation plan since 1982, and

WHEREAS, the Government Accounting Standards Board has issued regulations (GASB 10 and GASB 30) which stipulate certain accounting requirements related to self-insured plans and,

WHEREAS, one of the requirements is an annual claim liability evaluation, and Sound Actuarial Consulting of Jefferson Village, NY has the skills and expertise to perform such an evaluation, now therefore be it

RESOLVED, that the Plainfield Board of Education approves the appointment of Sound Actuarial Consulting at a fee of \$7,000.00. The availability of funds for this item has been verified and will be charged to account 11-000-262000-300A-31-0000 (Purchased Prof. & Tech).

E. Designation of Bank Signature

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 authorizes the following staff as official signatories on checks and drafts for the Student Activity Funds:

<u>School</u>	<u>Signature/Facsimile</u>	
Jefferson	Telaya Parham	Principal
	Keith Coston	Secretary

F. University of Medicine and Dentistry of N.J. Employee Assistance Program (EAP)

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

Numerous studies have shown the benefits of offering an employee assistance program, and the Plainfield Board of Education, the Plainfield Education Association and the Plainfield Association of School Administrators have discussed the need for such a program. The University behavioral HealthCare Employee Assistance program has the expertise to provide such services, now therefore be it

RESOLVED, that the Plainfield Board of Education approves the appointment of the University Behavioral HealthCare Employee Assistance Program to provide an employee assistance program at a prorated fee for the 2016 – 2017 SY in the amount of \$23,337.60 and an additional \$700.00 per individual assessment as needed.

G. NJSIAA Membership 2016 – 2017 School Year

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

RESOLUTION

WHEREAS, Chapter 172 of the Laws of 1979 approved by the Governor of the State of New Jersey on August 26, 1979 (N.J.S.A. 18A:11-3, et seq.) requires Board approval for membership in the N.J.S.I.A.A. and the Board of Education agrees to be governed by the Constitution, Bylaws and Rules and Regulations of the N.J.S.I.A.A., now therefore be it

RESOLVED, that the Plainfield Board of Education approves the membership for Plainfield High School in N.J.S.I.A.A. for the 2016 – 2017 school year.

H. Genesis Educational Services

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

RESOLUTION

The District desires to renew the maintenance contract for school administrative software at the district level with Genesis Software, Jamesburg, NJ, now therefore be it

RESOLVED, that the Plainfield Board of Education authorizes the renewal of the maintenance contract for software from Genesis Educational Services for the school year 2016 – 2017, which is not to exceed \$47,721.00.00. The availability of funds for this item has been verified and will be charged to account 11-000-25200-340A-08-0000 (Tech Services).

I. 2016 – 2017 Cafeteria Meal Prices

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

RESOLUTION

WHEREAS, section 205 of the Health, Hunger-Free Kids Act of 2010 (Public Law 111-296) has a provision that requires school food authorities participating in the National School Lunch Program to ensure that schools are providing the same level of support for lunches served to students who are not eligible for free or reduced price lunches as they are for lunches served to students eligible for free lunches, now therefore be it,

RESOLVED, that the Plainfield Board of Education approves the following meal prices for FY2016 – 17:

	Elementary	\$1.70
	Middle	\$1.95
	High	\$2.40
Teachers	Breakfast	\$2.55
	Lunch	\$4.30

J. E-Rate Professional Services Agreement

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

This agreement is for consulting services to be provided by BTU Consultants, LLC (BTU) to assist **Plainfield Public Schools** (the Client) with the tasks required for defining and submitting an application to the Federal Communications Commission (FCC), Universal Service Administrative Company (USAC), Schools and Libraries Division (SLD) for the Priority One Service (Telecommunications and Internet Access) and Priority Two as part of the E-rate program. This will include all work completed from July 1, 2013 through June 30, 2014, with two voluntary one year extensions.

Phase I – Form 470: Based on the Client's input, BTU shall prepare a FCC Form 470 for the Client's signature and shall review the form with the Client to answer any questions. This form notifies the SLD of the Client's intention to file specific requests within the upcoming funding year. The current estimated date for filing of the Form 470 is October – December.

Phase II – Form 471: BTU shall work with the Client to gather all required information on current local, long distance, cellular and other eligible Telecommunications and Internet costs. BTU shall prepare an FCC Form 471 for the Client's signature and shall review the form with the client to answer any questions. This form represents the Client's specific funding requests for the upcoming funding year. The current estimated date for filing of the Form 471 is December – February.

Phase III – Form 486: Once the SLD notifies Client of funding approvals, BTU shall prepare an FCC Form 486 for the Client's signature and shall review the form with the Client to answer any questions. This form notifies the SLD that the Client's services have started and of the Client's intention to accept the funds. The current estimated date for filing of the Form 486 is June – September.

Phase IV – Receipt of discounts and Form 472 Billed Entity Applicant Reimbursement (BEAR): BTU shall monitor the Client's awarded funds and assist in recouping all eligible discount amounts. BTU shall prepare all necessary BEAR forms or apply for discounts with all service providers for the current funding year.

RESOLVED, that the Plainfield Board of Education approves a professional services agreement with BTU Consultants, LLC in the amount of \$19,920.00 for the 2016 – 2017 school year, for assistance with the preparation and filing of the district's annual E-Rate application to the Federal government. Availability of funds for this item has been verified and will be charged to account 11-000-252000-340A-08-0000 (Information Mgmt. Tech. Services).

K. Agreements for Participation in 2016 – 2017 Coordinated Transportation Service

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

RESOLUTION

1) Educational Services Commission of New Jersey (ESCNJ)

WHEREAS, the Plainfield Board of Education desires to transport special education, non-public and vocational schools students to specific destinations, and

WHEREAS, the Educational Services Commission of New Jersey (ESCNJ) offers coordinated transportation services, and

WHEREAS, the ESCNJ will organize and schedule routes to achieve the maximum cost effectiveness, now therefore be it

RESOLVED, the Plainfield Board of Education approves the 2016 – 2017 agreement with the Educational Services Commission of New Jersey to participate in coordinated transportation services for an administrative fee of 4% as calculate by the billing formula adopted by the ESCNJ.

XVII. 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>	
3570	District Records and Reports	Amended
5120	Assessment of Individual Needs	Amended
9250	Expenses, Travel Reimbursement	Amended

XVIII. ADJOURNMENT

/bsc