

PLAINFIELD BOARD OF EDUCATION
Plainfield, N.J.

Date: Tuesday, August 5, 2008

Time: 6:30 p.m. PUBLIC SESSION
6:35 p.m. MEETING CLOSED FOR
EXECUTIVE SESSION
8:00 p.m. WORK & STUDY MTG.

Place: PHS CONFERENCE ROOM
950 Park Ave.

Board of Education Members

Ms. Bridget B. Rivers, President
Mr. Martin P. Cox, Vice President
Mr. Rasheed Abdul-Haqq
Ms. Patricia I. Barksdale
Mrs. Wilma G. Campbell
Mr. Agurs Linward Cathcart, Jr.
Mr. Christian Estevez
Mrs. Lisa C. Logan-Leach
Ms. Vickey Sheppard
Dr. Steve Gallon III, 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. 23I Laws of 1975), and that the advance notice required therein has been provided to the Courier News and Star Ledger on Thursday, July 17, 2008 for advertisement on Friday, August 1, 2008 and also provided to the Plainfield Public Schools, the district's website, the Plainfield City Clerk, Police Department, Plainfield Public Library and Comcast Cable for posting.

V. EXECUTIVE SESSION

WHEREAS, 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, now therefore be it

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

and be it

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 Confr. Rm. | 6:30 p.m. |
| Personnel/Exec.Ses. | 2 nd Tues. ea. mo. | PHS Confr. Rm. | 6:30 p.m. |
| Curric. & Instr. | 2 nd Tues. ea. mo. | PHS Confr. Rm. | 8:00 p.m. |
| Finance Committee | 2 nd Tues. ea. mo. | PHS Confr. Rm. | 8:00 p.m. |
| Bldgs. & Grds. Cmte. | 2 nd Tues. ea. mo. | PHS Confr. Rm. | 8:00 p.m. |
| School Community Rel. | 2 nd Tues. ea. mo. | PHS Confr. Rm. | 8:00 p.m. |
| BUSINESS MEETING | 3rd Tues. ea. mo. | Altn. Plfd. Schs. | 7:00 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 three-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, August 12, 2008, 7 pm, in the Washington Community School Cafetorium.

VII. REMARKS FROM THE BOARD PRESIDENT

VIII. REMARKS FROM THE SUPERINTENDENT

IX. REMARKS FROM COMMITTEE CHAIRPERSONS

X. PRESENTATIONS

- Establishment of Plainfield Academy for Academic & Civic Development

- Performance Planning, Assessment, & Evaluation System for Administrators

XI. REPORT OF THE CURRICULUM & INSTRUCTION COMMITTEE

A. Services Provision of Special Education Services

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

RESOLUTION

WHEREAS, N.J.S.A. 18A:46 requires Boards of Education to identify and provide for children with various disabilities, and

WHEREAS, certain children in this district have been so identified and require Special Education and related services, now therefore be it

RESOLVED, those Plainfield pupils whose names have been certified by the Superintendent of Schools and are on file with the Secretary of the Board of Education be provided with Special Education Programs and services in out-of-district schools during the 2008-2009 school year:

| | | |
|--------------------------|---|--------------|
| Tuition & Transportation | – | 158 students |
| Tuition | – | 5 students |
| Transportation | – | 2 students |

ENCL. A
(Board members only)

B. Approval for Department of Student Intervention & Family Support Services Social Workers Intern Program

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

RESOLUTION

WHEREAS, the Plainfield Board of Education desires to enter into an agreement with Rutgers University–School of Social Work to provide 15 graduate-level Social Work student interns to the district; and

WHEREAS, Plainfield Public Schools plans to place Rutgers' graduate students with the district's certificated School Social Workers to enhance the delivery of support services to the students and their families; and

WHEREAS, the program will be implemented from September 8, 2008 through April 24, 2009 and will be monitored and administered by Stacy Greene, Coordinator, Student Intervention and Family Support Services, who is a licensed, clinical Social Worker in the state of New Jersey. There is no cost to the district associated with this item; now therefore be it

RESOLVED, that the Board of Education approves implementation of this joint venture with Rutgers University–School of Social Work for the 2008-2009 school year.

ENCL. B

C. Project Adelante

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

RESOLUTION

WHEREAS, the Board of Education is committed to providing opportunities for all students (inclusive of English Language Learners and Special Education Students) to meet the New Jersey Core Curriculum Content Standards and achieve academic success, and

WHEREAS, the No Child Left Behind legislation requires that school districts receiving Title III funding provide English Language Learners with special programs to meet unique academic needs of at-risk youth including vocational and technical education, career counseling, curriculum-based entrepreneurship education, and assistance in pursuing post-secondary education, and

WHEREAS, Project Adelante is a college-bound program at Kean University which encourages at-risk Latino youngsters in grades 6-12 to graduate from high school and go on to post-secondary education by providing students with career counseling, and

WHEREAS, Project Adelante's main focus is to improve student achievement in the areas of Language Arts, Mathematics, Science and Technology, and

WHEREAS, Project Adelante has been implemented in the Plainfield Public Schools for ten years since 1998, and

WHEREAS, the Project Adelante's classes are held at Kean University campus during the school year on Saturdays and weekdays during the month of July, and

WHEREAS, the Plainfield Public Schools will provide transportation for 30–50 students to attend the Project Adelante College Bound Program at Kean University during the 2008-2009 school year, now therefore be it

RESOLVED, the Board of Education approve the negotiation to go into a contract with Kean University in the amount not to exceed \$30,000.00 and charged to FY 2009 NCLB Title III 100-500 account.

ENCL. C

D. Staff Development

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

RESOLUTION

WHEREAS, the Board of Education is committed to providing opportunities for all students (inclusive of English Language Learners and Special Education Students) to meet the New Jersey Core Curriculum Content Standards and achieve academic success, and

WHEREAS, the Dual Language Program is a challenging academic program designed to provide instruction to students in two languages—English and Spanish, and

WHEREAS, the goals of the Dual Language Programs are to:

- increase achievement for all students
- achieve bilingualism and “biliteracy” of participating students
- increase student cooperation, cultural sensitivity, and self-esteem
- increase culturally responsive teaching throughout the school
- foster cultural diversity and respect among all students, and promote a sense of community throughout the school, and

WHEREAS, Elizabeth Willaum from the Dual Educational Resources Center located in Lackawaxen, Pennsylvania has provided consultative services to the district in previous years and completed a study on the Dual Language Program, and has the ability to provide Professional Development workshops on the implementation of Dual Language Immersion Program; and

WHEREAS, Elizabeth Willaum has agreed to conduct fifteen full day Professional Development workshops for 14 selected Bilingual/Monolingual teachers K-5 and site administrators on the implementation of a Dual Language Program and three parent advocacy sessions for 15 parents per session from September 8, 2008 through June 2009; now therefore be it

RESOLVED, the Board of Education negotiate and enter into a contract with Elizabeth Willaum, Dual Educational Resources Center in the amount not to exceed \$15,000.00 and charged to FY 2009 NCLB Title III 200-320 account.

ENCL. D

E. Rutgers DSACS (Developing Safe and Civil Schools) Initiative

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

RESOLUTION

WHEREAS, the Board of Education is committed to providing a safe school environment and increasing student achievement for all students at Hubbard Middle School, and

WHEREAS, Rutgers DSACS Initiative is a research-based program, aligned with the N.J.A.C. 6A-16-7 Code of Conduct; and

WHEREAS, Rutgers DSACS Initiative will conduct on-going assessment and feedback on the school climate at Hubbard Middle School; and

WHEREAS, Rutgers DSACS Initiative has agreed to provide consultations on focus groups and needs assessment, staff development and technical assistance on social, emotional and character development to strengthen skills students' need for academic success for 17 days during the 2008-2009 school year. Now therefore be it

RESOLVED, the Board of Education approve the negotiation to go into a contract with Rutgers University in the amount not to exceed \$14,800.00 and charged to Title I SIA Part G consultant account.

ENCL. E

F. Supplemental Educational Service Providers for the Implementation of No Child Left Behind

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

RESOLUTION

WHEREAS, the Plainfield School District will have Supplemental Educational Services for those eligible students under the No Child Left Behind Act of 2001, and

WHEREAS, the New Jersey State Department of Education has issued the information summary of the approved Supplemental Educational Service Providers, and

WHEREAS, the Plainfield School District has contacted the approved providers that will work in New Jersey and/or Union County:

AAO Foundation a New Jersey Not-for-Profit Organization
A + Tutoring Services
American Tutor, Inc.
Arline Institute, a Subsidiary of Airline, LLC
ATS Educational Consulting Services – Project Success
Brainfuse Online
Brienza's Academic Advantage
Bright Sky Learning
C2 Educational Systems
Catapult Online (subsidiary of Catapult Learning)
Champion Learning Center, LLC
Chelsea Heights School
Club Z! Tutoring Central Jersey
Community Tutoring Services/Fischetti Consulting
Convenient Education Services, LLC
Dean's Learning Center, LLC
Education Advance Corp.
Education Station, LLC
Educational Information and Resource Center (EIRC)
Essex County Educational Services Commission
Excel Learning Systems
Impact 21 Community Development Corporation
Kaplan Inc.
Kidz University Childcare and Educational Tutoring Services
Learn – It Systems
The Learning Curve Education Center, LLC
Multicultural Community Services, Inc.
My Tutor 24, a division of Coaxis Services, LLC
New Jersey Student Success
Open Gate to Fly Enrichment School of Tutoring, Inc.
Platform Learning Inc.
Porter Educational and Communications, Inc.
Rock Brook School
Scharf Systems
Specialized Student Services, a subsidiary of Alternatives Unlimited, Inc.
Studentnest, Inc.
The Archdiocese of Newark
The Eldridge Overton School of Excellence, LLC

The Work – Family Connections
Union County Educational Services Commission
Union Learning and Testing Services, Inc. DBA Sylvan Learning Center
Urban League of Hudson County

Now therefore be it

RESOLVED, that the Board of Education authorize the district to subcontract with the providers above from September 2008 through June 2009 for an amount not to exceed the New Jersey Department of Education per pupil allocation (\$1,620.00) for Supplemental Educational Services for a total of \$534,600.00 (330 students x \$1,620.00) and charged to Title I, Part A of the FY 2009 No Child Left Behind entitlement grant.

ENCL. F

G. Plainfield Academy for Academic & Civic Development

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

RESOLUTION

WHEREAS, the Board of Education is committed to providing a quality education to all students in the Plainfield Public Schools, and

WHEREAS, it is recognized that students have diverse academic and developmental needs, and

WHEREAS, students have been identified as requiring innovative, engaging, and targeted strategies to ensure academic and life-long success, and

WHEREAS, the establishment of the Plainfield Academy for Academic & Civic Development seeks to provide an appropriate and differentiated curriculum and educational experience for at-risk students and struggling learners, as a replacement of the Alpha program, now therefore be it

RESOLVED, that the Board of Education approves the establishment of the Plainfield Academy for Academic & Civic Development as a school serving at-risk students and struggling learners in grades 9-12.

XII. REPORT OF THE FINANCE COMMITTEE

A. Payment of Bills – June 27-28, 2008 & July 1-31, 2008

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

RESOLUTION

WHEREAS, the Board Secretary presented certain warrants to the Board of Education with a recommendation they be paid, and

WHEREAS, 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 NJAC6:20-2.13(a), and

WHEREAS, the Board of Education has determined that the warrants presented for payment are in order, now therefore be it

RESOLVED, 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 Capital Projects 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 AUGUST 12, 2008 BUSINESS MEETING

B. Approval for Submission of Application for Special State, Federal, Private and Foundation Funds

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

RESOLUTION

RESOLVED, that the Board of Education authorizes the Superintendent of Schools to submit the applications for special state, federal, private funds to support educational programs in the district:

| <u>Funding Source</u> | <u>Description</u> | <u>Administrator</u> | <u>Amount of Grant</u> |
|--|--|--------------------------------|--|
| FY 2009 No Child Left Behind (NCLB) Consolidated Formula Subgrant (Project period: September 1, 2008 to August 31, 2009) | The No Child Left Behind Act of 2001 is a reauthorization of the Elementary and Secondary Education Act (ESEA)/Improving America's School Act (IASA) 1994, providing funds to help all New Jersey's school children achieve, at a minimum, proficiency in the state standards. The NCLB application includes the following entitlements: | Gary Ottmann/ Dawn Ciccone | |
| 1) Title I, Part A: Improving Basic Programs Operated by Local Education Agencies | Provides programs and resources for disadvantaged students to meet challenging state performance standards | Gary Ottmann/ Dawn Ciccone | \$ 2,972,519.00 |
| 2) Title I, SIA Part A I and SIA Part G: School Improvement | Provides funding for school improvement through programs and strategies | Gary Ottmann/ Dawn Ciccone | As per NJDOE, Title SIA funds will not be available until a later date |
| 3) Title II, Part A: Teacher and Principal Training and Recruiting Fund | Provides funding for preparation, training and recruitment of high quality teachers and principals and professional development activities | Gary Ottmann / Dawn Ciccone | \$ 530,737.00 Public \$ 498,416.00 <u>Non-Public</u> \$ |
| | | | 32,321.00 |
| 4) Title II, Part D: Enhancing Education Through Technology | Improves student academic achievement through the use of technology and integrated educational strategies in elementary and secondary schools and promotes computer literacy | Gary Ottmann/ Dawn Ciccone | \$ 24,730.00 <u>Public</u> \$ 22,843.00 <u>Non-Public</u> \$ 1,887.00 |

| <u>Funding Source</u> | <u>Description</u> | <u>Administrator</u> | <u>Amount of Grant</u> |
|--|---|-----------------------------------|--|
| 5) Title III, Part A: Grants and Subgrants for English Language Acquisition and Language Enhancement | Focuses on the teaching of English to Limited English Proficient (LEP) children, including immigrant students and to help LEP students meet challenging state performance standards | Gary Ottmann / Wilson Martinez | \$ 421,338.00 <u>Public</u> \$ 418,286.00 <u>Non-Public</u> \$ 3,052.00 |
| 6) Title III, Part A: Immigrant | Provides resources for immigrant students | Gary Ottmann/ Wilson Martinez | \$ 118,880.00 |
| 7) Title IV, Part A: Safe and Drug-Free Schools and Communities Act | Provides resources for a safe and drug-free learning environment that supports academic achievement | Gary Ottmann/ Dawn Ciccone | \$ 44,958.00 <u>Public</u> \$ 41,534.00 <u>Non-Public</u> \$ 3,424.00 |
| GRAND TOTAL | | | \$4,113,162.00 |

C. Acceptance of Funds:

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

RESOLUTION

WHEREAS, The Board of Education has approved certain special education programs and authorized applications for special county, state, federal and private funds to support them, and

WHEREAS, notification has been received that certain of these grants have been approved, now therefore be it

RESOLVED, that the Board of Education approves acceptance of the following special county, state, federal and private funds to support educational programs in the district:

| <u>Funding Source</u> | <u>Description</u> | <u>Administrator</u> | <u>Amount of Grant</u> |
|---|--|-------------------------------|-------------------------------|
| 1) FY 2008 No Child Left Behind (NCLB) Title I SIA, part G grant (Project Period: March 1, 2008 to August 31, 2008) | The No Child Left Behind (NCLB) Title I SIA, part G grant is a School Improvement Grant for Hubbard Middle School. | Gwynetta Joe/ Dawn Ciccone | \$54,000.00 |
| 2) NJDOE, Office of Special Ed. Prog. | Providing Intensive Early Literacy Inst. To Students With Disabilities (K-4) | Antoinette Adams | \$60,901.00 |
| | | GRAND TOTAL | \$114,901.00 |

D. 2008-2009 Student Accident & Athletic Insurance Company

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

RESOLUTION

WHEREAS, a proposal was received from Alston Insurance Services, Plainfield, New Jersey whose program most appropriately meets the district's needs at a competitive price, now therefore be it

RESOLVED, the Board of Education accepts the quotation from Alston Insurance Services at a total premium fee of \$29,075.00 for the 2008-2009 school year.

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

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

WHEREAS, Actuarial & Technical Solutions of Ronkonkoma, NY has the skills and expertise to perform such an evaluation, now therefore be it

RESOLVED, the Board of Education approves the appointment of Actuarial and Technical Solutions at a fee of \$6,250.00

F. Out of State Travel

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

RESOLUTION

WHEREAS, the Plainfield Board of Education has determined that the 2008 CUBE Annual Conference entitled "School Board Leadership: Equipping Urban Students with 21st Century Skills" is vital and necessary to the goals of the District and the success of the Board; and

WHEREAS, the specific focus of the seminar is the role of urban school boards in parent and family involvement in the education of their children; and be it

RESOLVED, the Board of Education hereby authorizes the following board members to attend the seminar: _____, and be it

FURTHER RESOLVED, that the above board members share the information received from the seminar with the Board.

G. Voice Messaging System

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

RESOLUTION

WHEREAS, a voice messaging system provides the capacity to notify parents, students, staff, residents and others in an emergency situation as well as in a general situation, and

WHEREAS, thousands of contacts can be made each minute with such a system, and

WHEREAS, Global Connect of Mays Landing, NJ has the expertise and skills to offer such a system, now therefore be it

RESOLVED, the Board of Education approves the appointment of Global Connect at an annual fee of \$2.00 per student.

XIII. REPORT OF THE POLICY COMMITTEE

A. Adoption of Policies – Second Reading

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

RESOLUTION

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

RESOLVED, the Board of Education approve, on **second reading**, the following policies:

| <u>Policy Number</u> | <u>Title</u> |
|-----------------------------|--|
| 9000 | Role of the Board |
| 9010 | Role of the Member |
| 9020 | Public Statements |
| 9113 | Filling Vacancies |
| 9121 | Election and Duties of President |
| 9130 | Committees |
| 9200 | Orientation and Training of Board Members |
| 9250 | Expenses and Reimbursements |
| 9270 | Conflict of Interest |
| 9271 | Code of Ethics |
| 9272 | Pay-to-Play |
| 9311 | Formulation, Adoption, Amendment of Policies |
| 9312 | Formulation, Adoption, Amendment of Bylaws |
| 9313 | Formulation, Adoption, Amendment of Administrative Regulations |
| 9314 | Suspension of Policies, Bylaws and Regulations |
| 9321 | Time, Place, Notification of Meetings |
| 9323/9324 | Agenda Preparation/Advance Delivery of Meeting Material |
| 9325.4 | Voting Method |
| 9326 | Minutes |
| 9400 | Board Self-Evaluation |

XIV. ADJOURNMENT