

Plainfield Board of Education  
Plainfield, N.J.

Date: Tuesday, December 4, 2012

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. Renata A. Hernandez, President  
Mrs. Wilma G. Campbell, Vice President  
Mrs. Jackie Coley  
Mr. Alex O. Edache  
Mrs. Keisha Edwards  
Mrs. Brenda L. Gilbert  
Mr. Dorien Hurtt  
Mrs. Lisa Logan-Leach  
Ms. Jameelah Surgeon  
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 Thursday, November 29, 2012 for advertisement on Saturday, December 1, 2012 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 schooled where in-depth discussion occurs.

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

<u>Type of Meeting</u>	<u>*Date</u>	<u>Place</u>	<u>Time</u>
Policy Committee	1 <sup>st</sup> Tues. ea. mo.	PHS Conf.	6:30 p.m.
Personnel/Exec. Ses.	1 <sup>st</sup> Tues. ea. mo.	PHS Conf.	6:30 p.m.
Curric. & Instr.	1 <sup>st</sup> Tues. ea. mo.	PHS Conf.	8:00 p.m.
Finance Committee	1 <sup>st</sup> Tues. ea. mo.	PHS Conf.	8:00 p.m.
Bldgs. & Grds. Cmte	1 <sup>st</sup> Tues. ea. mo.	PHS Conf.	8:00 p.m.
School Community Rel.	1 <sup>st</sup> Tues. ea. mo.	PHS. Conf.	8:00 p.m.
Business Meeting	3 <sup>rd</sup> 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 recommendation of the Superintendent of Schools and other relevant items. Committee approval authorizes resolutions to be place 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 represented 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, December 18, 8:00 p.m., in the Plainfield High School Auditorium.**

VII. REMARKS FROM THE BOARD PRESIDENT

VIII. REMARKS FROM THE SUPERINTENDENT

- Grading Change
- Meeting Management Software

IX. REMARKS FROM COMMITTEE CHAIRPERSONS

## X. REPORT OF THE CURRICULUM & INSTRUCTION COMMITTEE

### A. Fieldtrips

#### (1) NJPAC – “The Spirit of Kwanzaa” – Newark

##### Strategic Plan Link

##### Goal 1: Learning Objectives:

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

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

Selected students enrolled in the PAAAS Dance program, will attend the 10:00 AM dance production of “The Spirit of Kwanzaa” presented by Illstyle & Peace Productions at NJPAC on December 19, 2012. The group, comprised of thirty-three (33) students grades 7-11, and three (3) chaperones will depart PAAAS approximately 8:30 AM and return approximately 2:00 PM. Students will engage in reflective discourse and writing, following the show.

The cost per ticket is \$8.00, for a total of \$288.00. Transportation will be provided by the District’s Transportation Department.

**RESOLVED**, that the Board of Education approves a field trip for thirty-three (33) PAAAS Dance students and three (3) chaperones to attend “The Spirit of Kwanzaa” at NJPAC on December 19, 2012, departing at 8:30 AM and returning 2:00 PM. Tickets cost \$8.00 per person; total cost of tickets \$288.00. Transportation will be provided by the District. The availability of funds for this trip has been verified and will be charged to account 15-000-270000-512A-52-0000 (PAAAS Principal Field Trips).

**(2) Great Wolf Lodge - PHS Class of 2013 – Tannersville, PA**

**Strategic Plan Link**

**Goal 1: Learning Outcomes:**

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

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

The Plainfield High School senior class has been going on winter senior trips since 2003. The Class of 2013 has worked diligently in their fundraising activities to offset cost for their winter senior trip. The Class of 2013 winter field trip will expand the students' learning beyond the walls of the classroom into the vast community outside.

The senior trip will also provide students with experiences that cannot be duplicated in school. The field trip is an integral part of school instruction. The Coordinator of Educational Activities has invited fifty (50) seniors and four (4) chaperones to Tannersville, Pennsylvania from Thursday, January 17, 2013 to Friday, January 18, 2013.

Fifty (50) seniors and four (4) chaperones will reside at the Ramada Inn in Tannersville, Pennsylvania. The students will participate in Great Wolf Lodge Educational Group activities on Thursday, January 17, 2013. Departure is scheduled from Plainfield High School parking lot on Thursday, January 17, 2013 at 9:00 a.m. The return is scheduled for Friday, January 18, 2013 at 3:00 p.m. The cost of lodging per student and per chaperone is \$35.00, board (\$35.00), transportation (\$63.00) and admission to park (\$30.00). The total cost is \$163.00 per student and per chaperone. Total not to exceed \$8,802.00. The entire cost of fieldtrip is funded through Class of 2013 fundraising efforts.

**RESOLVED**, that the Plainfield Board of Education approve for fifty (50) seniors and four (4) chaperones to attend the 2013 Great Wolf Lodge Educational Activities and reside at the Ramada Inn located in Tannersville, Pennsylvania from Thursday, January 17, 2013 to Friday, January 18, 2013 at \$163.00 per student and per chaperone; total not to exceed \$8,802.00. The entire cost of this fieldtrip will be funded through the fundraising efforts of the Class of 2013. There is no cost to the District.

**B. Assembly**

**(1) Bureau of Lectures & Concert Artists, Inc. (AMENDED – SHOW /DATE)**

**Strategic Plan Link**

**Goal 1: Learning Outcomes:**

To improve the learning and academic performance of all students in all Plainfield Public Schools

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 as productive citizens. To this end, the Bureau of Lectures & Concert Artists provides educational and amazingly entertaining programs.

Bureau of Lectures & Concert Artists, Inc. has agreed to present an outstanding performance to Cedarbrook's K-5 students, approximately 418 pupils.

1. *Outback Adventures of Australia and New Zealand*, a highly entertaining and educational performance that allows the students an opportunity to meet some of the world's exciting and fascinating animals on February 21, 2013.

The total cost for this performance will not exceed \$690.00.

**RESOLVED**, that the Plainfield Board of Education approve payment to the Bureau of Lectures & Concert Artists for the *Outback Adventures of Australia and New Zealand*, on February 21, 2013. The total cost of the performance will not exceed \$690.00. The availability of funds for this item has been verified and will be charged to account 15-190-100001-500A-13-0000 (Other Purchased Services).

## **C. Professional Development**

### **(1) Rutgers Institute for Improving Student Achievement (RIISA)**

#### **Strategic Plan Link**

#### **Goal 1: Learning Outcomes:**

To improve the learning and academic performance of all students in 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 Core Content State Standards and achieve academic and life-long success.

The Barack Obama Academy of Academic and Civic Development (BOACD) will participate in the Rutgers Institute for Improving Student Achievement Program (RIISA) that provides continuous improvement in the achievement of all students through the combined efforts of Rutgers University.

The RIISA High School/Middle School Network is a consortium of schools and school districts and the mission of the RIISA High School Network is to prepare and support administrators and teachers in addressing teaching and learning issues particular to high school students.

The Network's focus is to address achievement concerns through the areas of Leadership, Assessment and Technology, as well as Instructional and Organizational Models and Approaches.

The goal is to bring high school educators and their district leaders together to examine seriously the challenges specific to high schools. Inherent in these challenges are the many issues related to the Achievement Gap as well as requirements for High School Redesign. The Network's focus this year is *The Brain & Learning* with particular attention given to the Common Core State Standards guiding teaching and learning in Science, Math, English Language Literacy and Special Education.

### **NETWORK MEETINGS**

- October 30, 2012 - *rescheduled due to Storm Sandy*
- December 4, 2012
- March 5, 2013

**RESOLVED**, that the Plainfield Board of Education approves the participation of the BOACD in the RIISA Program allowing teachers and administration to learn strategies which will assist in moving the BOACD from Focus School status, at a total cost of \$2,950.00 per team of five (5) for the 2012-2013 academic school year. The availability of funds for this time has been verified and will be charged to the account 20-270-200000-500A-26-0000 (T2A CONF/WORKSHOP); and 20-271-200000-500R-26-0000 (T2A CONFERENCE REGISTRATION).

**(2) “Obesity Prevention in NJ, The State of the State: Important Next Steps” – East Brunswick**

**Strategic Plan Link**

**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 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.

School Nurse, Sharon Hammond (Hubbard) will attend a conference entitled “Obesity Prevention in New Jersey, The State of the State: Important Next Steps”, presented by The Rutgers Office of Continuing Education, in East Brunswick, New Jersey, December 11, 2012. Conference registration cost is \$45.00 per person.

The conference will expose them to updated information regarding the latest issues and trends related to quality health care for school children.

The speakers will provide direction on what recommendations, strategies and actions should be implemented in the short term to accelerate progress in obesity prevention. Professional development hours, which are required to maintain licensure, will be awarded.

**RESOLVED**, that the Board of Education approves Sharon Hammond, Hubbard Middle School Nurse, to attend “Obesity Prevention in New Jersey” on Tuesday, December 11, 2012 in East Brunswick, NJ. Total registration cost for the conference will not exceed \$45.00. The availability of funds for this item has been verified and will be charged to account 15-190-100018-320A-23-0000 (HMS Professional Education Services).



**(3) 53<sup>rd</sup> Annual Directors of Athletics Association Workshop – Atlantic City**

**Strategic Plan Link**

**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 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 Plainfield Public School Districts Administrative Services Department administrative staff (Daniel Cone, Vice Principal of Student Athletics and Support Services) will attend the 53<sup>rd</sup> Annual Directors of Athletics Association of New Jersey Workshop to improve understanding of and build internal capacity in the areas of:

- Increasing the working knowledge and competencies in athletic administration
- Instructional leadership

**RESOLVED**, the Plainfield Board of Education approves Daniel Cone, Vice Principal of Student Athletics and Support Services, to attend the 53<sup>rd</sup> Annual Directors of Athletics Association Workshop in Atlantic City, NJ, from March 18-21 2013. The cost of trip will not exceed \$500.00 (registration - \$350.00; tolls, mileage and parking - \$150.00). The availability of funds for this item has been verified and will be charged to account 11-000-240000-500T-27-0000 (Other Purchase Services-Travel).

**(4) Specifically Designed Instruction for Students with Moderate to Severe Cognitive Disabilities: Focus on Academic Skills (Gr. 6-12) – East Orange**

**Strategic Plan Link**

**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 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.

Five (5) special education teachers and one (1) special education administrator will attend a workshop entitled “Specifically Designed Instruction for Students with Moderate to Severe Cognitive Disabilities: Focus on Academic Skills (Gr. 6-12)” at the Learning Resource Center (LRC) North in East Orange, New Jersey on April 23, 2013 or the LRC Central in Trenton, New Jersey on April 24, 2013.

Participants will include the following teachers: Ruth Wright, Monique McNair, Collen Meyer, Patricia Bedi, Michelle Masi-Lerner, and Antoinette Adams, Vice Principal Special Education.

This workshop will present ways to design instructional activities for middle and high school students with moderate to severe disabilities that address the content areas of math, science and language arts literacy. Through sample activities participants will review and create sample activities related to grade level standards that can support students with moderate to severe disabilities in accessing the general education curriculum. The cost of the workshop is \$11.00 per person.

**RESOLVED**, that the Plainfield Board of Education approves five special education teachers and one special education administrator to attend a workshop entitled “Specifically Designed Instruction for Students with Moderate to Severe Cognitive Disabilities: Focus on Academic Skills (Gr. 6-12)” at the LRC North in East Orange, New Jersey on April 23, 2013 or the LRC Central in Trenton, New Jersey on April 24, 2013 at a cost of \$11.00 per person. The cost of this workshop will not exceed \$66.00. The availability of funds for these items has been verified and will be charged to the following account: 20-250-200000-500A-32-0000(IDEA/CO).

**(5) Working Together: Supporting Students with Disabilities thru In-Class Resource – Trenton**

**Strategic Plan Link**

**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 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.

Eleven (11) general and special education teachers and one (1) special education administrator will attend a workshop entitled “Working Together: Supporting Students with Disabilities thru In-Class Resource” on January 23, 2013 in Trenton, New Jersey. The following staff members will attend the workshop:

<b>Name</b>	<b>Title</b>
Antoinette Adams	Vice Principal Special Education
Karen Gee	Teacher Coordinator
Jamie Carrie	Special Education Teacher
Audrey Bayard	General Education Teacher
Therese Rosario	Special Education Teacher
Emmanuel Preko	General Education Teacher
Bernice Sears	Special Education Teacher
Sara Pretty	General Education Teacher
Monique Smith-Bryna	Special Education Teacher
Gina Iacoca	General Education Teacher

This workshop will provide general and special education teaching pairs with the basic knowledge and skills needed to implement in-class resource program instruction. Participants will explore a variety of co-teaching arrangements, the roles and responsibilities of the general and special education teachers, effective techniques that foster general and special educator collaboration, and approaches and formats that facilitate instructional planning. The cost of the workshop is \$11.00 per person.

**RESOLVED**, that the Plainfield Board of Education approves eleven (11) general and special education teachers and one (1) special education administrator to attend a workshop entitled “Working Together: Supporting Students with Disabilities thru In-Class Resource” on January 23, 2013 in Trenton, New Jersey at a cost of \$11.00 per person. The cost of this workshop will not exceed \$132.00. The availability of funds for these items has been verified and will be charged account 20-250-200000-500A-32-0000 (IDEA/CO).

**(6) Teachscape, Inc.**

**Strategic Plan Link**

**Goal 1: Learning Outcomes:**

To improve the learning and academic performance of all students in all Plainfield Public Schools

**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 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.

Mrs. Yvonne Breauxsaus, Director recommends Teachscape, Inc., Administrator Danielson Framework for Teaching Proficiency System which will provide professional development to Administrators throughout the 2012-2013 academic school year.

They will provide evaluation tools, that incorporate benchmarks, feedback and performance indicators training. Administrators will develop the skills and expertise as observers which are a vital element for a fair equitable approach to teacher observation. 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 Teachscape, Inc. to provide professional development for the 2012-2013 academic school year for Administrative Professional Development. The total cost of this program is \$2,793.00 (for seven (7) licenses @ \$399.00 per license). Availability of funds for this item has been verified and will be charged to account number 20-456-200000-300A-26-0000 (RTT3 Purchase Professional Services Grant).

**(7) 2012-2013 21<sup>st</sup> CCLC Summer Institute – Beyond School Hours Foundation in partnership with United States Department of Education (USDOE, Office of ESEA) – Jacksonville, FL**

**Strategic Plan Link**

**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 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.

Zelda Spence, 21<sup>st</sup> CCLC Project Coordinator and an Assistant Coordinator (TBD), will attend the 21<sup>st</sup> CCLC grant mandated *National Beyond School Hours Foundation (in partnership with USDOE, Office of ESEA) 2013 21<sup>st</sup> CCLC After School & Summer Learning Conference* at the Hyatt Regency Jacksonville Riverfront 225 East Coastline Drive Jacksonville, FL 32202 from Tuesday, February 19, 2013 through Saturday, February 23, 2013. Travel arrangements will be pre-approved by NJDOE Office of Student & Support Services and are compliant with [www.gsa.gov](http://www.gsa.gov) and NJ Accountability travel arrangements cost standards.

The conference will provide updates on policy and implementation strategies for the 21<sup>st</sup> CCLC after school and summer learning programs, new and innovative ideas to assist in the development of after school and summer learning activities, technical assistance for managing programs at the local level, current priorities and future trends in out of school learning time, and professional development opportunities for grantees with a focus on the Y4Y website.

The agenda offers a selection of over 50 interactive breakout session that are designed to include advanced ideas for activities, technical assistance for operating quality programs that promote student learning, alignment to the regular school day and common core standards, and strategies and data on after-school programming that can be transported to the workplace for immediate use to educate America's children.

**RESOLVED**, that the Plainfield Board of Education approves Zelda Spence, 21<sup>st</sup> CCLC Project Coordinator and an Assistant Coordinator (TBD), to attend the *National 2013 Beyond School Hours (in partnership with USDOE, Office of ESEA) 21<sup>st</sup> CCLC After School & Summer Learning Conference* at the Hyatt Regency Jacksonville Riverfront 225 East Coastline Drive Jacksonville, FL 32202 from Tuesday, February 19, 2013 through Saturday, February 23, 2013. The cost is not to exceed \$3,628.00 for both staff persons; availability of funds for this item has been verified and will be charged to account 20-453-200000-580A-38-0000 (Travel).

<b>EXPENSE BREAKDOWN</b>			
Registration Fee - \$978.00	Lodging - \$900.00	Food Allowance - \$525.00	Travel Expenses - \$1,225.00

**D. The YMCA Coordinated Approach to Child Health (CATCH) Program – Evergreen**

**Strategic Plan Link**

**Goal 1: Learning Outcomes:**

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

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

The YMCA Coordinated Approach to Child Health (CATCH) program considers school cafeterias an extension of the classroom. Through the Eat Smart component, breakfast and lunch become opportunities for children to learn, practice, and adopt healthy eating habits. School Food Services personnel prepare healthier meals and help coordinate healthy messages with the rest of the school.

The CATCH PE combines high energy, non-elimination activities with teaching strategies that keep kids moving and having fun. CATCH PE significantly increases physical activity levels of students during PE class, and provides for a variety of learning experiences for students of all abilities.

**RESOLVED**, that the Plainfield Board of Education approves the implementation of the YMCA Coordinated Approach to Child Health (CATCH) Program for grades 3-5 at Evergreen Elementary School, starting January 2, 2013 and ending June 2013 at no cost to the District or community.

**E. Rutgers Early College Humanities Program (REACH)**

**Strategic Plan Link**

**Goal 1: Learning Outcomes:**

To improve the learning and academic performance of all student sin 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 and achieve academic and lifelong success.

The Rutgers Early College Humanities Program (REACH) through its already successful collaboration with the Plainfield Public Schools will provide an opportunity for twenty-five (25) high school students from Plainfield High School to receive three (3) college credits and forty (40) hours of college level instruction. To participate, students will be required to attend a formal interview as well as a review of current grades.

This partnership will provide participating students with an opportunity to study with college professors, acquire valuable cultural backgrounds, and enhance reading, writing and conceptual skills that are important for success in college. In addition, students will gain confidence that will help them to adjust to college level work and earn three (3) college credits from Rutgers University and regular high school credit. The college credits are transferable to any college the students are accepted to attend after graduation.

The classes are scheduled to begin January 8, 2013 through June 4, 2013 and will meet on Tuesdays for twenty (20) weeks at Plainfield High School. Classes are scheduled from 3:00 p.m. until 5:00 p.m.

**RESOLVED**, that the Plainfield Board of Education approves the Plainfield Public Schools to enter into a contractual agreement and partnership with the Rutgers Early College Humanities Program (REACH) to provide twenty-five (25) students from Plainfield High School to receive three (3) college credits and forty (40) hours of college level instruction, at a total cost of \$14,000.00. The availability of funds for this item has been verified and will be charged to account 15-190-100018-500A-25-0000 (High School Other Purchase Services).

**F. FY 2013 NCLB Title I SIA Entitlement Grant**

**Strategic Plan Link**

**Goal 1: Learning Outcomes:**

To improve the learning and academic performance of all students in 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 that all students succeed academically and reach their full potential. In doing so, it is also committed to providing opportunities for and ensuring that all students meet the New Jersey Core Curriculum Content and Common Core State Standards, and achieve academic and life-long success.

FY 2013 NCLB Title I SIA funds in the amount of \$279,609.00 will support required supplemental positions and interventions included in School Improvement Plans for Priority Schools (Hubbard and Stillman).

**RESOLVED**, that the Plainfield Board of Education authorizes the Superintendent of Schools to submit FY 2013 NCLB Title I SIA entitlement grant application for federal funds to support Hubbard and Stillman and increase revenue in the district.

<b>Funding Source</b>	<b>Description</b>	<b>Administrator</b>	<b>Amount of Grant</b>
FY 2013 NCLB - Title I SIA <i>(Project Period: September 1, 2012 to August 31, 2013)</i>	School Improvement funds for Priority Schools (Hubbard and Stillman)	Dawn Ciccone	\$279,609.00



**G. Gynzy Pilot Program at Evergreen Elementary School**

**Strategic Plan Link**

**Goal 1: Learning Outcomes:**

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

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

Currently, the Gynzy Program is being implemented in classrooms in the Netherlands, Belgium, Germany and the United States. The program will provide a comprehensive, integrated, progressive intuitive user interface thus making the general use of smart boards easier with ready-made content for mathematics, literacy and science to create engaging lessons.

The Gynzy Pilot Program would improve the effectiveness and use of the interactive smart boards. It would provide the instructional staff of the Evergreen Elementary School with a web based solution that makes interactive white boards easier to use and therefore more effective.

**RESOLVED**, that the Plainfield Board of Education approves the implementation of Gynzy Pilot Program at Evergreen Elementary School starting January 2, 2013 and ending June 2013 at no cost to the District. The instructional staff will provide feedback and input to Gynzy.com.

## **H. Charles H. Stillman - OWL Academy**

### **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 that all students succeed academically and reach their full potential in life. In doing so, it is also committed to providing opportunities for and insuring that all students (inclusive of English Language Learners and Special Education students) meet the Common Core and achieve academic and life-long success.

Charles H. Stillman has submitted the 2012-2013 School Improvement Plan to the Regional Achievement Center as governed by the New Jersey Department of Education. If approved, part of the plan is to implement the OWL Academy.

The cost to fund the OWL Academy is \$9,000.00. The funding will be utilized to develop and provide high quality instruction for forty (40) 3<sup>rd</sup> grade students at C.H. Stillman Elementary School.

The OWL Saturday Program at C.H. Stillman will operate 8:30 AM to 12:30 PM, from Saturday, January 5, 2013 to Saturday, April 27, 2013. It will be staffed with three (3) certified teachers, one (1) program coordinator and one (1) custodian.

**RESOLVED**, that the Plainfield Board of Education approves funding for staff (TBD), to work the 2012-2013 OWL Saturday Program at C.H. Stillman.

The listed positions below will be compensated based on fifteen (15) weeks and \$28.00 per hour:

<b>Position</b>	<b>Hours</b>	<b>Total Dollar Amount</b>
Coordinator	52.5	\$1,575.00
Literacy Teacher	45	\$1,350.00
Mathematics Teacher	45	\$1,350.00
Team building	45	\$1,350.00

The availability of funds for this item has been verified and will be charged to the appropriate funding account codes as per the 2012-2013 School Improvement Plan Grant.

## **I. 2013 Parent English Language Learner Academy**

### **Strategic Plan Link**

#### **Goal 1: Learning Outcomes:**

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

#### **Goal 5: Increasing Parental and Family Involvement:**

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

In an effort to increase parent/school communication and for parents to be able to help their children, the Office of Bilingual Education will offer the 2012-2013 Parent English Language Learner Academy.

The Academy will provide parents with the opportunity to learn English through leveled ESL classes, supplemented with Rosetta Stone to address their individual needs. There will also be instruction in Civics and American Culture.

The goal is that parents will become more active members of their child's school and their community with increased English Language communicative skills and knowledge of the cultural/language nuances of this North American society. The Academy will hold classes two (2) times a week, 6:15 PM – 8:30 PM, for a total of thirty-seven (37) sessions. Four (4) teachers will be hired for this initiative. The total cost for the Academy will not exceed \$8,288.00.

**RESOLVED**, that the Plainfield Board of Education approves the Office of Bilingual Education to operate the 2012-2013 Parent English Language Learner Academy. These classes will be held two (2) times a week, 6:15 PM – 8:30 PM, for a total of thirty-seven (37) sessions. The classes will run from January 22, 2013 until June 6, 2013. Total cost not to exceed \$8,288.00. Availability of funds for this item has been verified and will be charge to Title III Stipend funding.

**J. Afterschool Academy – Office of Bilingual/ESL and World Language**

**Strategic Plan Link**

**Goal 1: Learning Outcomes:**

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

**Goal 5: Increasing Parental and Family Involvement:**

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

The Office of Bilingual/ESL/World Languages will implement an Afterschool Academy for the 2012-2013 school year. The Academy will be comprised of two (2) components: ESL/Literacy and Mathematics using ALEKS. ALEKS (Assessment and Learning in Knowledge Spaces) is a powerful, online math program that provides individualized assessment and learning with standards-based content from grades 3-12. The ESL literacy instruction component of the Academy will focus on test taking strategies and skills with a concentration on NJASK and ACCESS.

The Afterschool Academy will consist of twenty (25) staff members (TBD); servicing approximately five-hundred (500) students. The total cost will not exceed \$42,000.00

The Academy will run from 3:00 PM – 4:45 PM, Tuesdays and Thursdays (in all District schools) commencing January 22, 2013 until May 2, 2013.

**RESOLVED**, that the Plainfield Board of Education approves the implementation and operation of the Afterschool Academy, consisting of twenty (25) staff members (TBD) and servicing approximately five-hundred (500) students; operating 3:00 PM - 4:45 PM, Tuesday and Thursdays (in all District schools), commencing January 22, 2013 until May 23, 2013. Total cost not to exceed \$42,000.00. Availability of funds for this item has been verified and will be charged to a Title III Stipend Line.

## XI. REPORT OF THE FINANCE COMMITTEE

### A. Reports of the Board Secretary and Treasurer – October 2012

**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 of 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 make part of the record of this meeting; and be it

**FURTHER RESOLVED**, that the Plainfield Board of Education certified 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	19,925,790.62	12,529,622.88	126,213,192.26
(12) Capital Outlay	-	7,959,979.95	-
(13) Special Schools	-	-	-
(15) Reform Schools	2,624,016.83	2,800,002.72	0.01
Capital Reserve			
(20) Special Revenue Fund	1,563,385.97	8,000,063.75	214,194.03
(30) Capital Projects Fund	-	-	-
(40) Debt Service Fund	287,249.29	561,181.85	561,183.29
(60) Enterprise Fund	543,757.80	540,872.85	1,215,809.03
<b>TOTAL</b>	24,944,200.51	32,391,724.00	128,204,378.62

**B. Payment of Bills – November 16, 2012 – December 13, 2012**

**Strategic Plan Link:**

**Goal 3: Business Operations**

**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 DECEMBER 18, 2012 BUSINESS MEETING**

**C. 2012 – 2013 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 DECEMBER 18, 2012 BUSINESS MEETING**



**D. Corrective Action Plan/Administrative Review**

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

**RESOLUTION**

**WHEREAS**, the New Jersey Department of Agriculture conducted an administrative review of the 2012 Summer Food Service Program sponsored by the Plainfield Board of Education on October 9<sup>th</sup> and 16<sup>th</sup> 2012, and

**WHEREAS**, some deficiencies were noted during the review and require corrective action by the District, now therefore be it

**RESOLVED**, that the Plainfield Board of Education adopts the Corrective Action Plan as follows, which will be forwarded to the New Jersey Dept. of Agriculture:

<b>PROGRAM DEFICIENCIES</b>	<b>METHOD OF IMPLEMENTATION</b>	<b>PERSON RESPONSIBLE FOR IMPLEMENTATION</b>	<b>COMPLETION DATE OF IMPLEMENTATION</b>
Site record forms indicate excessive second meals.	Attendance and meal count reports will be provided in a timely manner that will ensure one meal per child is provided at each meal service.	Hanae McCrary	July 2013

**E. 2011 – 2012 Comprehensive Annual Financial Report/Corrective Action Plan**

**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**

The Board of Education is required to annually complete a Comprehensive Annual Financial Report and an Auditors' Management Report on Administrative Findings – Financial Compliances and Performance.

District staff and the auditing firm of Lerch, Vinci, Higgins, LLC have completed said reports and submitted them to the Board of Education, and the Board has publicly reviewed the audit synopsis and the Findings and Recommendations of the Management Report at a meeting held on December 4, 2012 in concert with the Corrective Action Plan submitted by the Business Administrator/Board Secretary.

**RESOLVED**, that the Plainfield Board of Education accepts the Comprehensive Annual Financial Report and the Auditors' Management Report on Administrative Findings – Financial Compliances and Performance for the period ending June 30, 2012 and be it

**FURTHER RESOLVED**, that the Board approves the Corrective Action Plan submitted by the Business Administrator/Board Secretary, and be it

**FURTHER RESOLVED**, that a copy of the Audit Synopsis and Corrective Action Plan shall be made a part of the minutes of this meeting.

<b><u>Finding</u></b>	<b><u>Corrective Action</u></b>	<b><u>Person Responsible</u></b>	<b><u>Completion</u></b>
Composition of deposits be indicated on pre-numbered receipts.	Train employees on deposit procedures. Perform periodic reviews to verify accuracy.	Y. Henry	06/30/2013
Year-end closing procedures be reviewed and enhanced to ensure open purchase orders are properly classified as accounts payable or encumbrances at year-end.	Manually review all open purchase orders to determine correct status prior to closing out fiscal year.	G. Ottmann	06/30/2013

## XII. REPORT OF THE POLICY COMMITTEE

### A. Adoption of Policies – Second Reading

The Board of Education finds it necessary that these policies be implemented for the management and operation of the Plainfield Public Schools; therefore the following is recommended for adoption:

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

The 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 **second reading**, the following policies:

<u>Policy Number</u>	<u>Title</u>	
6172	Alternative Education Programs	<b>Amended</b>
9326	Minutes	<b>Amended</b>

## XIII. ADJOURNMENT

GLO/bsc