

PLAINFIELD BOARD OF EDUCATION  
Plainfield, N.J.

Date: Tuesday, March 10, 2009  
Time: 6:30 p.m. PUBLIC SESSION  
6:35 p.m. MEETING CLOSED FOR  
EXECUTIVE SESSION  
8:00 p.m. WORK & STUDY MTG.  
Place: ADMINISTRATION BUILDING  
AUDITORIUM  
1200 MYRTLE 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  
Mr. Joseph M. Ruffin, Sr.  
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. 231 Laws of 1975), and that the advance notice required therein has been provided to the Courier News and Star Ledger on Tuesday, February 24, 2009 for advertisement on Friday, February 27, 2009 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

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 <sup>st</sup> Tues. ea. mo.	Admin. Building	6:30 p.m.
Personnel/Exec.Ses.	2 <sup>nd</sup> Tues. ea. mo.	Admin. Building	6:30 p.m.
Curric. & Instr.	2 <sup>nd</sup> Tues. ea. mo.	Admin. Building	8:00 p.m.
Finance Committee	2 <sup>nd</sup> Tues. ea. mo.	Admin. Building	8:00 p.m.
Bldgs. & Grds. Cmte.	2 <sup>nd</sup> Tues. ea. mo.	Admin. Building	8:00 p.m.
School Community Rel.	2 <sup>nd</sup> Tues. ea. mo.	Admin. Building	8:00 p.m.
Business Meeting	3 <sup>rd</sup> Tues. ea. mo.	Admin. Building	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, March 17, 2009, 7 pm, in the Administration Building auditorium.**

- VII. REMARKS FROM THE BOARD PRESIDENT
- VIII. REMARKS FROM THE SUPERINTENDENT
- IX. REMARKS FROM COMMITTEE CHAIRPERSONS

## X. REPORT OF THE CURRICULUM & INSTRUCTION COMMITTEE

### A. Field Trip Requests

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

#### RESOLUTION

##### 1. Union County Teen Arts Festival

##### Strategic Plan Link:

##### Goal 1: Learning Outcomes

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

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 (inclusive of English Language Learners and Special Education Students) meet the New Jersey Core Curriculum Content Standards and achieve academic and life-long success.

Fifty (50) students in grades 6-8 and four (4) chaperones from Maxson Middle School and seventy-five (75) students in grades 7-8 and five (5) chaperones from Hubbard Middle School will attend the Union County Teen Arts Festival on March 20, 2009 sponsored by the Office of Cultural and Heritage Affairs. Departure is scheduled for 8:15 a.m. from Maxson and Hubbard Schools with a return at 1:00 p.m.

The annual event provides students a chance to participate in various workshops through Union County College. Students will explore and experience a wide range of activities provided by "professional artists" in their fields of expertise. This, in turn, will increase the students' perceptual awareness and critical thinking skills, and will help them achieve an overarching educational goal in the arts.

**RESOLVED**, that the Plainfield Board of Education approves fifty (50) students in grades 6-8 and four (4) chaperones from Maxson Middle School and seventy-five (75) students in grades 7-8 and five (5) chaperones from Hubbard Middle School to attend the Union County Teen Arts Festival on March 20, 2009. District transportation will be provided. There is no direct cost to the district.

2. Plainfield High School – Plainfield High School High School Family, Career and Community Leaders of America (FCCLA)

**Strategic Plan Link:**

**Goal 1: Learning Outcomes**

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

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 (inclusive of English Language Learners and Special Education Students) meet the New Jersey Core Curriculum Content Standards and achieve academic and life-long success.

The Plainfield High School High School Family, Career and Community Leaders of America (FCCLA), comprised of seven (7) students in grades 10-12 and one (1) chaperone, will attend the New Jersey FCCLA Annual Winter Leadership Connection Conference in Cherry Hill, New Jersey from Thursday, March 19, 2009 to Friday, March 20, 2009. Departure is scheduled from Plainfield High School on Thursday, March 19, 2009 at 6:00 a.m. and returning Friday, March 20, 2009 at 6:00 p.m. The cost including registration, lodging and transportation for students and chaperone will not exceed \$2,329.16.

The Plainfield High School Family, Career and Community Leaders of America (FCCLA) organization has attended the New Jersey FCCLA Annual Winter Leadership Connection Conference since 1958. The New Jersey FCCLA Annual Winter Leadership Connection Conference provides students an opportunity to develop leadership skills, learn about national programs and network with other FCCLA students. The New Jersey FCCLA state adviser invited Plainfield High School FCCLA students to attend the conference in Cherry Hill, New Jersey.

**RESOLVED**, that the Plainfield Board of Education approves seven (7) students and one (1) chaperone from Plainfield High School to attend the New Jersey FCCLA Annual Winter Leadership Connection Conference from Thursday, March 19, 2008 to Friday, March 20, 2009. The cost of the trip is not to exceed \$2,329.16 including registration, lodging, and transportation. Availability of funds for this item has been verified and will be charged to account 25PERKTRAVEL Perkins.

3. Plainfield High School - AFJROTC

**Strategic Plan Link:**

**Goal 1: Learning Outcomes**

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

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 (inclusive of English Language Learners and Special Education Students) meet the New Jersey Core Curriculum Content Standards and achieve academic and life-long success.

The Plainfield High School AFJROTC comprised of approximately twenty-three (23) cadets in grades 9-12 and two (2) chaperones will attend the AFJROTC Regional Drill Competition in Sewell, New Jersey, on Saturday, March 21, 2009. Departure is scheduled from Plainfield High School on March 21, 2009 at 6:00 a.m. and a return at 6:00 p.m., AFJROTC Drill Competition in Marlboro, Maryland on Thursday, April 2, 2009 through Friday, April 3, 2009. Departure is scheduled from Plainfield High School on Thursday, April 2, 2009 at 6:00 a.m. and a return on Friday, April 3, 2009 at midnight; and the AFJROTC Drill Competition in Daytona Beach, Florida from Thursday, April 30, 2009 through Monday, May 4, 2009. Departure is scheduled from Plainfield High School on Thursday, April 30, 2009 at 12:00 p.m. and will return on Monday, May 4, 2004 at 5:00 p.m. The cost of the trips will be paid by the Air Force.

The Air Force Junior Reserve Officer Training Corps (AFJROTC) has participated in drill competitions since 1992. During the drill competitions, cadets will apply their knowledge of drill precisions and military procedures. The objective of the trip is to enhance the Esprit De Corps of the unit and demonstrate habits of orderliness, precision, discipline, and training. The AFJROTC regional unit has invited the Plainfield High School AFJROTC to participate in the AFJROTC Regional Drill Competitions in Sewell, New Jersey, Marlboro, Maryland, and Daytona, Florida.

**RESOLVED**, that the Plainfield Board of Education approves twenty-three (23) cadets and two (2) chaperones to attend the AFJROTC Regional Drill Competitions Thursday, April 2, 2009 to Friday, April 3, 2009, March 21, 2009 and Thursday, April 30, 2009 to Monday, May 4, 2009. District transportation will be provided for March 21, 2009. There is no direct cost to the district.

<b>Date</b>	<b>Destination</b>
March 21, 2009	Sewell, New Jersey
April 2-3, 2009	Marlboro, Maryland
April 30 through May 4, 2009	Daytona Beach, Florida

4. Plainfield High School - Minority Males College Fair

**Strategic Plan Link:**

**Goal 1: Learning Outcomes**

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

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 (inclusive of English Language Learners and Special Education Students) meet the New Jersey Core Curriculum Content Standards and achieve academic and life-long success.

Sixty (60) students in grade 12 and five (5) chaperones will attend the Raritan College Fair in Raritan, New Jersey, on Tuesday March 31, 2009. Departure is scheduled from Plainfield High School on Tuesday, March 31, 2009 at 8:00 a.m. and will be returning at 1:00 p.m.

Plainfield High School seniors have been attending college fairs since the 1980-1981 school year. American colleges and universities are essential to the future success of our students. Institutions of higher education provide students with a perspective on history, culture, and attunement to the academic needs of minority students. The Raritan Community College will provide students an opportunity to talk to recruiters, financial aid officers and other support personnel. The Director of Raritan College Fairs has invited the students to the college fair.

**RESOLVED**, that the Plainfield Board of Education approves sixty (60) students and five (5) chaperones from Plainfield High School to attend the Raritan Community College Fair on Tuesday, March 31, 2009. District transportation will be provided. There is no direct cost to the district.

5. Plainfield High School - State Theater

**Strategic Plan Link:**

**Goal 1: Learning Outcomes**

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

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 (inclusive of English Language Learners and Special Education Students) meet the New Jersey Core Curriculum Content Standards and achieve academic and life-long success.

Forty-three (43) ninth grade students and five (5) chaperones will attend a theatrical performance at the New Jersey State Theater in New Brunswick, New Jersey on Saturday, March 28, 2009. Departure is scheduled from Plainfield High School on Saturday, March 28, 2009 at 3:00 p.m. and will be returning at 9:30 p.m. District transportation will be provided.

The Plainfield High School Grade 9 students have attended theatrical performances since 1994. The students will engage in a variety of educational activities before and after the performance at the New Jersey State Theater in New Brunswick, New Jersey. Students will have an opportunity to develop leadership skills, learn about the theater, and network with other students. Students are encouraged to collaborate and engage in creative talents and programs offered through the New Jersey State Theater Educational Program.

**RESOLVED**, that the Plainfield Board of Education approves forty-three (43) Grade 9 students and five (5) chaperones to attend a theatrical performance at the New Jersey State Theater in New Brunswick, New Jersey on Saturday, March 28, 2009, at a cost not to exceed \$1,155.00 for admission. Transportation will be provided by the district. The availability of funds has been verified and charged to account 401-10000-500A-25-0000.

6. PHS Debate Team - The Junior Statesmen of America Winter Model Congress

**Strategic Plan Link:**

**Goal 1: Learning Outcomes**

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

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 (inclusive of English Language Learners and



Special Education Students) meet the New Jersey Core Curriculum Content Standards and achieve academic and life-long success.

The Plainfield High School Debate Team, comprised of approximately forty (40) students in grades 9-12, and three (3) chaperones will attend the Junior Statesmen of America Model Congress in Princeton, New Jersey on March 21, 2009. Departure is scheduled from Plainfield High School on Saturday, March 21, 2009 at 8:00 a.m. with a return of 5:00 p.m. District transportation will be provided.

The Plainfield High School Debate Team has attended Junior Statesmen of America Winter Model Congress since 1966. At the Junior Statesmen of America Model Congress, students engage in a variety of activities, including debates, student-led thought talks, and mock trials which critically examine the political landscape. Students learn about today's important issues and have the unique opportunity to express their opinions and challenge the opinions of others in a tolerant, supportive atmosphere. Politically engaged and interested students from diverse backgrounds share their perspectives, learn from each other and grow they discuss debate and socialize together. The coordinator of the Junior Statesmen of America Model Congress has invited the high school debate team to attend their conference in Princeton, New Jersey.

**RESOLVED**, that the Plainfield Board of Education approves forty (40) students in grades 9-12, and three (3) chaperones from Plainfield High School Debate Team to attend the Junior Statesmen of America Winter Model Congress on Saturday, March 21, 2009. There is no direct cost to the district.

#### 7. PHS Debate Team - The Junior Statesmen of America Spring Model Congress

##### **Strategic Plan Link:**

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

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

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 (inclusive of English Language Learners and Special Education Students) meet the New Jersey Core Curriculum Content Standards and achieve academic and life-long success.

The Plainfield High School Debate Team has attended Junior Statesmen of America Spring Model Congress since 1966. At the Junior Statesmen of America Model Congress, students engage in a variety of activities, including debates, student-led thought talks, and mock trials which critically examine the political landscape. Students learn about today's important issues and have the unique opportunity to express their opinions and challenge the opinions of others

in a tolerant, supportive atmosphere. Politically engaged and interested students from diverse backgrounds share their perspectives, learn from each other and have fun as they discuss, debate and socialize together. The coordinator of the Junior Statesmen of America Model Congress has invited the high school debate team to attend their conference in Parsippany, New Jersey. Fifteen (15) students and three (3) chaperones will attend this special event.

The Plainfield High School Debate Team, comprised of approximately fifteen (15) students, grades 9-12, and three (3) chaperones will attend the Junior Statesmen of America Model Congress in Parsippany, New Jersey from April 25, 2009 to April 26, 2009. Departure is scheduled from Plainfield High School on Saturday, April 25, 2009 at 8:00 a.m. The return is scheduled for Sunday, April 26, 2009 at 6:00 p.m. District transportation will be provided.

**RESOLVED**, that the Plainfield Board of Education approves fifteen (15) students in grades 9-12, and three (3) chaperones from Plainfield High School Debate Team to attend the Junior Statesmen of America Spring Model Congress from Saturday, April 25, 2009 to Sunday, April 26, 2009. The lodging for chaperones is not to exceed \$300.00. The availability of funds for this item has been verified and will be charged to account 401-100000-500A-25-0000.

#### 8. Statue of Liberty and Ellis Island

##### **Strategic Plan Link:**

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

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

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

Four (4) fourth grade classes consisting of seventy-six (76) students, and eighteen chaperones (18) from Emerson School will visit the "Statue of Liberty and Ellis Island" on June 8, 2009. This field trip will better acquaint students with America's immigrant heritage as well as familiarize students with one of the most recognized symbols of freedom. Teachers will include various culminating activities to include viewing virtual tours of Ellis Island and The Statue of Liberty, learning and exploring the actual features and symbolic features of the Statue of Liberty, learn about America's most important document; The Declaration of Independence. Departure is scheduled from Emerson School at 8:15 a.m. on June 8, 2009 and returning at 2:00 p.m.

**RESOLVED**, that the Plainfield Board of Education approves four (4) fourth grade classes consisting of seventy-six (76) students, and eighteen chaperones (18) from Emerson School to participate in a field trip to the Statue of Liberty and Ellis Island. The cost of the trip includes \$770.00 for transportation and \$5.00 fee per students, and \$12.00 per adult chaperones totaling \$986.00 and will be charged to account 15-000-270000-512A-16-0000.

9. Union County Performing Arts Center

**Strategic Plan Link:**

**Goal 1: Learning Outcomes**

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

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

Three (3) Kindergarten and four (4) first grade classes consisting of one hundred and sixty-two (162) students and 14 chaperones (14) from Emerson School will visit the "Union County Performing Arts Center" on May 1, 2009 to explore the elements of theatre, poetry, and author's use of language. Teachers will include various culminating activities to include reading Dr. Seuss stories such as Horton Hears a Who, Horton Hatches the Egg, Gertrude McFuzz, McElligot's Pool and The Cat in The Hat. Also students will build upon their vocabulary, learn stage techniques, themes, characters, and various visual and performing arts facts. Lessons will focus upon the subject areas of Math, Language Arts, and the Visual and Performing Arts.

Departure is scheduled from Emerson School at 9:00 a.m. and returning at 1:00 p.m.

**RESOLVED**, that the Plainfield Board of Education approves three (3) Kindergarten and four (4) first grade classes consisting of one hundred and sixty-two (162) students, and fourteen (14) chaperones to visit Union County Performing Arts Center in Rahway, New Jersey on May 1, 2009. District transportation will be provided. There is no direct cost to the district.

10. The Barack Obama Academy (BOAACD)

**Strategic Plan Link:**

**Goal 1: Learning Outcomes**

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

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 (inclusive of English Language Learners and Special Education Students) meet the New Jersey Core Curriculum Content Standards and achieve academic and life-long success.

Schering-Plough has invited the members of the Leadership Group to visit its Drug Discovery Facility and Research Facility in Kenilworth, NJ. Fifteen (15) students in grades 9-12 and (3) chaperones will tour the facility, participate in mini workshops and attend a luncheon hosted by the company on Thursday, March 19, 2009 from 9:00 a.m. to 1:00 .pm. District transportation will be provided.

The Barack Obama Academy for Academic and Civic Development Leadership Group is an innovative school organizational program that seeks to develop the academic and leadership skills of goal-oriented students. The organization engages participants in educational, recreational, cultural and service-oriented activities that will provide them with the support, guidance, skills, knowledge and resources needed for social, academic and personal growth and success as student leaders.

Efforts to develop a collaborative corporate partnership with Schering-Plough to mentor and identify and connect motivated mentees from The Barack Obama Academy with motivated Schering-Plough employees who will engage participating students in educationally oriented, workplace based, group learning activities.

**RESOLVED**, that the Plainfield Board of Education approves fifteen (15) students in grades 9-12, and three (3) chaperones from BOAACD to visit Schering-Plough on Thursday, March 19, 2009. District transportation will be provided. There is no direct cost to the district.

11. The Barack Obama Academy (BOAACD)

**Strategic Plan Link:**

**Goal 1: Learning Outcomes**

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

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 (inclusive of English Language Learners and Special Education Students) meet the New Jersey Core Curriculum Content Standards and achieve academic and life-long success.

On Thursday, March 27, 2009. from 10:00 a.m. to 1:00 p.m. fifteen (15) students in grades 9-12, and (2) chaperones from the BOAACD will tour the RU-tv production facility, participate in interactive discussions with students and employees, and observe the behind the scenes activities involved in producing a television show. Departure is scheduled for 9:30 a.m. on March 27, 2009 with a return of 1:00 p.m. District transportation will be provided.

The Barack Obama Academy for Academic And Civic Development Leadership Group is an innovative school program that seeks to develop the academic and leadership skills of goal oriented students enrolled in the school. The organizational group engages participants in educational, recreational, cultural and service oriented activities that provide them with the support, guidance, skills, knowledge and resources needed for their social, academic and personal growth and success as student leaders. Student participants in the group have expressed a strong interest in learning more about television and video productions. As such, a tour of the RU-tv production studios has been scheduled.

**RESOLVED**, that the Plainfield Board of Education approves fifteen (15) students in grades 9-12, and two (2) chaperones from BOAACD to visit RU-tv production studios on Wednesday, March 27, 2009. District transportation will be provided. There is no direct cost to the district.

12. The Barack Obama Academy (BOAACD)

**Strategic Plan Link:**

**Goal 1: Learning Outcomes**

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

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 (inclusive of English Language Learners and

Special Education Students) meet the New Jersey Core Curriculum Content Standards and achieve academic and life-long success.

Thirty (30) male students and three (3) chaperones from BOAACD will attend the Kappa Alpha Psi Fraternity Conference, hosted at Raritan Valley Community College on Tuesday, March 31, 2009. Departure is scheduled from the Barack Obama Academy on Tuesday, March 31, 2009 at 8:00 a.m. and returning at 1:00 p.m. District transportation will be provided.

The Barack Obama Academy for Academic and Civic Development is a newly established high school in the district. The school has a number of African American and Hispanic males who are making an effort to mature, become personally and academically successful and explore their career and educational options. At the Kappa Alpha Psi Fraternity's 1<sup>st</sup> Annual "From Boys To Men" African American & Hispanic Conference, African American and Hispanic male students will meet presenters and participate in activities that will provide them with strategies and advice on preparing for and achieving success in college and in life. What makes this conference unique is that all of the workshops will be presented by successful African American and Hispanic men from academia and business.

**RESOLVED**, that the Plainfield Board of Education approves thirty (30) male students and three (3) chaperones from BOAACD to attend the Kappa Alpha Psi 1<sup>st</sup> Annual "From Boys To Men" African American/ Hispanic Conference at Raritan Community College on Tuesday, March 31, 2009. District transportation will be provided. There is no direct cost to the district.

### 13. Adventure Aquarium

#### **Strategic Plan Link:**

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

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

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

Three (3) Pre-Kindergarten classes consisting of seventy-four (74) students and seven chaperones (7) from Emerson School will visit the "Adventure Aquarium" on June 3, 2009 to introduce and reinforce the understanding of sea life and aquatic animals as outlined by the NJCCC. Teachers will include various culminating activities to include reading informational stories on sea life such as Swimmy, Rainbow Fish, The Whales and Gentle Giant Octopus. Also, students will learn about and explore the actual facts and symbolic features of aquatic animals and sea life. Lessons will focus upon the subject areas of Math, Art, Language Arts,

and Science. Departure is scheduled from Emerson School at 8:30 a.m. with a return of 3:30 p.m.

**RESOLVED**, that the Plainfield Board of Education approves three (3) Pre-Kindergarten classes consisting of seventy-four (74) students, and seven (7) chaperones to visit the Adventure Aquarium in Camden, New Jersey. The cost of the trip includes \$1,500.00 for transportation and admission fee of \$6.00 per students and adults totaling \$444.00 and will be charged to account 15-000-270000-512A-16-0000.

#### 14. Plainfield High School - Class of 2009 Field Trip

##### **Strategic Plan Link:**

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

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

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 (inclusive of English Language Learners and Special Education Students) meet the New Jersey Core Curriculum Content Standards and achieve academic and life-long success.

The Plainfield High School Senior Class has attended senior field trips since 1993. The Class of 2009 has worked diligently in their fundraising activities to fund the cost of their senior trip. The Class of 2009 Senior Field Trip will expand the students' experiences beyond the walls of the school and community, and will serve as an integral part of the educational experience. The Coordinator of Educational Activities has arranged for the Class of 2009 to attend the 2009 Disney Graduate Group Activities in Kissimmee, Florida from Friday, April 24, 2009 through Monday, April 27, 2009. This will include a 4-hour cruise to Nassau, Bahamas in which the students will spend approximately four hours on the island, and a one-day cruise to the Bahamas from Friday, April 24, 2009 to Monday, April 27, 2009. Approximately twenty-four (24) students and six (6) chaperones are scheduled to attend this trip. Departure is scheduled from Plainfield High School parking lot on Friday, April 24, 2009 at 8:00 a.m. The return is scheduled for Monday, April 27, 2009 at 7:30 p.m.

**RESOLVED**, that the Plainfield Board of Education approves twenty-four students (24) and six (6) chaperones to attend the 2009 Disney Graduate Group Educational Activities from Friday, April 24, 2009 to Monday, April 27, 2009, inclusive of a brief, 4-hour excursion to the islands of Nassau, Bahamas via cruise ship. The cost of lodging and transportation for students is not to exceed \$19,800.00 (\$825.00 per student). The cost of lodging and transportation for chaperones is not to exceed \$5,400.00 (\$900.00 per chaperone/adult). There is no cost to the district or school for this item. Total costs will be covered by fundraising activities and donations.

The availability of funds for this item has been verified and will be charged to the Plainfield High School Student Activity Account- Class of 2009.

## **B. Staff Development**

### **1. WINNERS! A Closer Look at the Year's 100 Best Books for Children K-6**

#### **Strategic Plan Link:**

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

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

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 authorize non-administrative and administrative staff members to participate in out-of-district Professional Development opportunities.

In an effort to meet the obligations of the Professional Improvement Plan district library media specialists request that Joanne Hart of Evergreen School; Brenda B. Miles of F.W.Cook School; Beverly Lerner of Jefferson School; Janet Boyd of Cedarbrook School; Kathi Kraft of Clinton School; and JoAllyn Henry of Woodland School attend the *Winners! A Closer Look at the Year's 100 Best Books for Children K-6 Workshop* on April 30<sup>th</sup> and May 1, 2009 at the Pines Manor in Edison, NJ. This workshop presented by renowned children's literature consultant Judy Freeman will provide honest evaluations of the 100 best books written for children in the past year. Participants will learn innovative and practical ways to link these books to the curriculum through read-alouds, book talks, creative dramatics, and responses to literature incorporating comprehension and higher level thinking skills. Additionally, this workshop will help identify books worthy of adding to our respective library collections. Participants will receive an extensive resource handbook.

**RESOLVED**, that the Plainfield Board of Education approves the following staff members to attend the "*WINNERS! A Closer Look at the Year's 100 Best Books for Children K-6*" a one-day workshop in Edison, New Jersey, at the Pines Manor to be held April 30 and May 1, 2009. Each staff member will attend a one day session. The availability of funds has been verified. The registration fee is \$179.00 per person and charged to accounts as follows:



04/30 - Cedarbrook	– Janet Boyd	– 15-000-221000-320A-13-0000
04/30 - Clinton	– Kathi Kraft	– 15-190-100018-320A-14-0000
04/30 - Cook	– Brenda Miles	– 15-000-221000-320A-15-0000
05/01 - Evergreen	– Joanne Hart	– 15-000-221000-320A-17-0000
05/01 - Jefferson	– Beverly Lerner	– 15-190-100001-590A-18-0000
05/01 - Woodland	- JoAllyn Henry	- 15-190-100000-500A-22-0000

## 2. Rutgers University (41st Annual Conference on Reading and Writing)

### **Strategic Plan Link:**

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

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

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 authorize administrative staff members to participate in out-of-district professional development.

Ms. Sophia Van Ess, District Vice Principal of Language Arts Literacy, and Miriam Malabanan, 8<sup>th</sup> Grade Language Arts Teacher at Maxson Middle School will attend Rutgers 41st Annual Reading and Writing Conference on April 3, 2009, in Somerset, NJ. This annual convention provides its attendees the opportunity to enhance and explore teaching and learning strategies while building internal capacity in the following areas:

- Instructional practices
- Strengthening student's comprehension
- Differentiating instruction
- Struggling Readers

Attendance at this workshop will help; provide practical lessons for teachers, and improve teaching and learning. By exposure to the workshops led by nationally recognized researchers/presenters, information will be shared with literacy teachers to support instruction.

**RESOLVED**, that the Plainfield Board of Education approves Ms. Sophia Van Ess, District Vice Principal of Language Arts Literacy, Miriam Malabanan, 8<sup>th</sup> Grade Language Arts Teacher at Maxson Middle School, Carolyn Kolas, 3<sup>rd</sup> Grade teacher at Clinton School and Stephanie Sawhney, 2<sup>nd</sup> Grade teacher at Emerson School to attend the Rutgers 41st Annual Conference on Reading and Writing on April 3, 2009 at a total cost not to exceed \$780.00 (\$195.00 per person for registration) and will be charged to accounts 24GCPURSVC (Maxson),

14GLEDCONS (Clinton) and 16TRPROFSV (Emerson). The availability of funds for this item has been verified.

### 3. New Jersey State School Nurses Association Conference

#### **Goal 2: Human Resources**

#### **To improve the recruitment, retention, and development of district staff.**

The Plainfield Public Schools does both require and encourage employees to take continuing education courses to improve their professional knowledge and to operate most effectively and efficiently in the delivery of services to the children of the district.

The New Jersey State School Nurses Association Conference will be held in Eatontown, New Jersey, March 20-21, 2009. The cost of travel and related expenses for this conference, registration and mileage, are within state travel guidelines and will be charged to account 34ECTRAVEL in Early Childhood. The registration costs for two (2) nurses at \$195.00 each (members of NJSSN); two (2) nurses at \$250.00 each (non-members). Total: \$890.00. Nurses will pay for their own overnight accommodations

The New Jersey State School Nurses Association Conference provides updates on current trends and issues related to school nursing, as well as workshops focused on providing quality care to the children in our schools and daycare centers. Included will be information addressing both the emotional as well as physical needs of children. Professional development hours will be awarded and are required to maintain licensure.

**RESOLVED**, that the Plainfield Board of Education approves the attendance of four (4) Early Childhood nurses, Carol Riddlestorffer, Ellen Frey, Adele Pudner ,and Angela Ladenheim to attend the NJSSNA Conference to be held in Eatontown, New Jersey on March 20-21,2009. The cost of registration is \$890.00 and will be charged to account 34ECTRAVEL.

4. Professional Development Network Workshop: "From Diagnosis through Strategies for Home and School"

**Goal 2: Human Resources**

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

The Plainfield Public Schools does both require and encourage employees to take continuing education courses to improve their professional knowledge and to operate most effectively and efficiently in the delivery of services to the children of the district.

The Medical Educational Services, Inc. Professional Development Network is presenting educational workshops entitled "From Diagnosis through Strategies for Home and School", in Saddle Brook, New Jersey, April 27, 2009. Preschool Intervention Referral Team members Marie Blot and Rosa Mannarino will attend the workshop. The cost of registration is \$148.00 per person. Professional development hours will be awarded and are required to maintain licensure.

Participants will be provided with an overview of how Nonverbal Learning Disabilities (NLD) can affect the student and their classroom setting. The seminar will include brain structure and functions; developmental manifestations and assessment; and will place particular emphasis on interventions for both home and the classroom. A discussion of the comparison between NLD and Asperger's Syndrome will take place. The role of parents, regular and special education teachers, guidance counselors and school psychologists working with students with NLD will be explored. Case studies will be presented and a question and answer session will be included. Special education teachers, administrators, classroom teachers, therapists, instructional aides and other school personnel, mental health providers and parents are encouraged to attend.

**RESOLVED**, that the Board of Education approves attendance of the Preschool Intervention Referral Team members, Marie Blot and Rosa Mannarino at the workshops. The cost of registration is \$296.00 (\$148.00 for each person) and will be charged to account 34ECPURCHASE. Mileage reimbursement will be charged to 34ECTRAVEL.

5. 2009 Council for Exceptional Children Annual Conference

**Goal 2: Human Resources**

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

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 members to participate in out-of-district professional development.

One (1) district administrator, Ms. Antoinette Adams, Vice Principal, Special Education, Gifted & Psychological Services, will attend the Council for Exceptional Children 2009 Conference in Seattle, Washington, April 1-April 4, 2009. The district administrator will learn about the latest issues in special and gifted education, innovative teaching strategies and special education legislation. The team will also explore new products and services and have an opportunity to network with other professionals who work with children with exceptionalities

The district has identified a need to strengthen leadership skills. Attendance at this conference will help provide practical lessons for leaders and improve teaching and learning. By exposure to the workshops led by nationally recognized researchers/presenters, they will be able to turnkey the information obtained and learned in an effort to support the learning and academic performance of all students in all Plainfield Public Schools.

**RESOLVED**, that the Plainfield Board of Education approves Ms. Antoinette Adams, Vice Principal, Special Education, Gifted & Psychological Services to attend the 2009 Council for Exceptional Children Conference in Seattle, Washington, April 1-4, 2009. The cost is not to exceed \$1,620.47.

Air Transportation	\$266.21	
Ground transportation	70.00	
Baggage Check	30.00	
Registration	449.00	
Hotel & 15.6%	673.26	(225.42/night)
Food Allowance	132.00	

The availability of funds has been verified and charged to account the availability of funds will be charged to 11-000-219000-592T-32-0000.

6. 2009 New Jersey Speech – Hearing - Language Association Annual Convention

**Strategic Plan Link:**

**Goal 2: Human Resources**

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

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 authorize administrative staff members to participate in out-of-district professional development.

Keisha Edwards and Vinette Klisch, Speech and Language Therapists will attend the 2009 New Jersey Speech – Hearing – Language Association Annual Convention in Atlantic City, NJ on April 30, 2009 through May 1, 2009 at a cost of \$375.00 each. National certification is required by Medicaid for Plainfield Public Schools to receive reimbursement for the speech/language services that are provided to Medicaid eligible students. This conference offers the range of workshops needed for the therapists to acquire the 10 hours of course work needed to maintain national ASHA certification.

**RESOLVED**, that the Plainfield Board of Education approves Speech/Language Therapists, Keisha Edwards and Vinette Klisch's attendance to 2009 New Jersey Speech – Hearing – Language Association Annual Convention in Atlantic City, NJ, April 30, 2009 through May 1, 2009 at a cost of \$375.00 each. The availability of funds for this item has been verified and will be charged to 11-000-219000-592T-32-0000.

#### 7. School Social Workers: Finding Solutions

##### **Strategic Plan Link:**

##### **Goal 2: Human Resources**

##### **To improve the recruitment, retention, and development of district staff.**

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 members to participate in out-of-district professional development.

Tracy Mullen, School Social Worker will attend the 2009 Spring Institute, *School Social Workers: Finding Solutions*, Monday, April 20, 2009, at the New Jersey Conference Center, Holiday Inn, East Windsor, NJ. Registration is \$95.00. Attendance at this Spring Institute will enhance the skills of staff to deliver behavioral support to students. It is specifically focusing on 'helping aggressive children'.

**RESOLVED**, that the Plainfield Board of Education approves School Social Worker, Tracy Mullen, to attend the 2009 Spring Institute, *School Social Workers: Finding Solutions*, Monday, April 20, 2009, at the New Jersey Conference Center, Holiday Inn, East Windsor, NJ. Registration fee is \$95.00. The availability of funds for this item has been verified and will be charged to 11-000-29000-592T-32-0000.

8. 18<sup>th</sup> Annual Spring Book Look Workshop & Book Preview

**Strategic Plan Link:**

**Goal 1: Learning Outcomes**

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

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 (inclusive of English Language Learners and Special Education Students) meet the New Jersey Core Curriculum Content Standards and achieve academic and life-long success.

Ms. Joanne Hart, School Librarian At Evergreen School will attend the *18<sup>th</sup> Annual Spring Book Look Workshop & Book Preview* a two-day workshop in Manalapan, New Jersey on April 7 and April 8, 2009 and be able to examine and preview over 1,500 fiction and nonfiction books in one location: the latest copyrights; well-reviewed, award-winning materials that offer curriculum support for grades K-6. She will share learned information to the district schools' librarians. It's a unique "hands-on" experience that will offer Ms. Hart an excellent opportunity to browse through titles and make knowledgeable selections for collection development.

**RESOLVED**, that the Plainfield Board of Education approves Joanne Hart, Evergreen Elementary School Librarian, to attend the *18<sup>th</sup> Annual Spring Book Look Workshop & Book Preview* a two-day workshop in Manalapan, New Jersey, at the Knob Hill Country Club on April 7 and April 8, 2009. This workshop is free and at no cost to the district.

**C. Project CRISS (Creating Independence through Student-owned Strategies) Amended**

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

**RESOLUTION**

**Strategic Plan Link:**

**Goal 2: Human Resources**

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

The Plainfield Board of Education recognizes that a highly qualified, competent, skilled, and dedicated workforce is essential in the success of the District, schools, and students. Therefore, it has provided the Superintendent of Schools the authority to employ a consultant in order to professionally develop teachers enabling them to ascertain best practices for integration in their daily instructional practices.

The following item was approved at the Business Meeting on December 16, 2008 and must be amended to include rendering of payment to Margaret Stewart, a contracted consultant for Project CRISS.

The conclusion of the District Instructional Program Reviews identified a district wide need to improve and strengthen best practices in daily instruction. Project CRISS is an organization of consultants who have developed research-based proprietary best practices that are nationally recognized and proven to work in the classroom. Their strategies help students learn more effectively throughout the curriculum. The focus of these strategies is on teaching students how to learn through reading, writing, talking, and listening. From there, students learn to apply CRISS principles and philosophies in all subject areas.

The CRISS program begins with a three-day workshop in which participants experience the philosophy and instructional strategies through a series of CRISS Strategic Learning Plans. They provide processing and reflection time so that teachers can adapt CRISS to their own teaching situations. After understanding the CRISS principles and philosophy, participants will learn activities to address the following:

- Identifying the Author's Craft and Design
- Understanding Patterns and Structures
- Active Strategies for Learning
- Organizing for Learning
- Informal Writing to Learn
- Formal Writing to Learn
- Vocabulary
- Assessment

The initial workshop must be supported by follow-up sessions in which participants have opportunities to talk about how they are implementing the project. The next phase includes 13 participants becoming Certified CRISS District Trainers who will be responsible for continuing to provide training and support, and ensure the implementation of CRISS within the Plainfield Public Schools District.

Level 1 Training – 30 staff members  
Trainer's Fee \$1,400 x 5\* days = \$7,000.00  
Books 70 at \$65 each = \$4,550.00  
Hourly rate \$35 x 6 hours - \$210 x 4 days = \$840  
No. of Staff 30 x 840 = \$25,200  
25,200.00

\*Fifth training day is on a Friday, no need for staff stipend.  
36,750.00

Level 2 Training – 13 staff members  
Trainer's Fee \$2500 x 4 days = 10,000.00  
Materials \$250 x 13 staff = 13,250.00  
13,250.00

CRISS Training would take place on 4 consecutive school days. Hence, there would be no need to pay for staff stipend \$50,000.00.

**RESOLVED**, that the Plainfield Board of Education approves a cohort of thirty (30) teachers included in a level one and thirteen (13) teachers (from that cohort of thirty (30)) for the Plainfield School District to partner with Margaret Stewart, a contracted consultant for Project

CRISS for the 2008-2009 school year for training and development in best instructional practices, as well as supplies, and participant stipends for Saturday participation from January 2009 through August 2009 in the amount not to exceed \$50,000.00. The availability of funds for this item has been verified and will be charged to accounts 20-273-221000-320A-35-0000; 20-273-221000-610A-35-0000 and 20-273-200000-101A-35-000.

**D. Office of Special Education Programs, Required Policies and Procedures**

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

**RESOLUTION**

**Strategic Plan Link:**

**Goal 1: Learning Outcomes**

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

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 (inclusive of English Language Learners and Special Education Students) meet the new Jersey Core Curriculum Content Standards and achieve academic and life-long success.

The New Jersey Department of Education, Office of Special Education Programs, has revised its Model Policies and Procedures. Revisions to the Model policies and Procedures were necessary to incorporate amended requirements in Title 6A:14 of the New Jersey Administrative Code. All school districts, charter schools and full-time vocational school districts are required to adopt these policies and certify that they will comply with the attendant procedures in order to ensure compliance with State and Federal law.



Upon adoption of the required policies by the Board of Education, every school district, charter school and full-time vocational school district must provide the Assurance Statement to the applicable county office of education that this has occurred and that it is complying with the mandated policies and procedures. Verification of compliance with these requirements will occur through the monitoring of each school district, charter school or full-time vocational school.

All Assurance Statements must be submitted by April 24, 2009.

**RESOLVED**, that the Plainfield Board of Education adopt the revised Model Policies and Procedures and will forward a signed Statement of Assurance, accompanied by this Board Resolution, to the Union County Superintendent Office by April 24, 2009.

**E. Adoption of 2009-2010 Report on Professional Learning in Abbott School Districts**

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

**RESOLUTION**

**Strategic Plan Link:**

**Goal 2: Human Resources**

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

It is required the New Jersey Department of Education (NJDOE) that school districts develop and implement an approved plan for professional development. Additionally, the provisions require that an Annual Report on Professional Learning be prepared and submitted to the Boards of Education for acceptance and approval. This report reviews the schools' and district's professional learning practices of the current year in preparation for the upcoming school year. Comparing results from surveys completed last year to this year's results, the plan outlines a focused approach to developing a culture for collaboration and continual professional growth. This report, which was developed through the Office of Professional Development, is required to be submitted to the New Jersey State Department of Education.

**RESOLVED**, that the Plainfield Board of Education approves the 2009-2010 Report on Professional Learning in Abbott School Districts for Plainfield Public Schools.

**F. Field Trips for Inclusion in 2009-2010 Curriculum Guides**

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

**RESOLUTION**

**Strategic Plan Link:**

**Goal 1: Learning Outcomes**

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

The Plainfield Board of Education recognizes that field trips, used as a device for teaching and learning integral to the curriculum, are an educationally sound and important ingredient in the instructional program of the school.

As a result, field trips serve as an essential means to extend learning, improve achievements, and enhance the overall development and educational experiences of students in the District. Field Trips, however, must support the District's curriculum and be aligned with the New Jersey Core Content Standards. The District has identified those field trips which are in compliance with both and will be reflected in the curriculum guides for the 2009-2010 school year.

Howard University, Washington, D.C.  
Liberty Science Center, Jersey City, NJ  
In-district School Exchange Program/Visitation School  
NJ Performing Arts Center  
Green Meadows Farm  
Junior States of America /Debate  
Wightman Farms  
Stony Hill Farm  
Antonio Casola Farms  
Alstede Farms, Chester NJ  
NJ Museum of Agriculture, New Brunswick  
Information Technology Center, Raritan, NJ  
Raritan Valley Community College, North Branch, NJ  
NJIT, Robert Wood Foundation, UMDNJ and Tibotec Therapeutics  
Annual Fall Leadership Connection Conference, Edison, NJ  
NJAA Community Service Project Program, Rutherford, NJ  
J&J Enrichment Program  
AFJTROTC Drill Competition  
HBCU College Fair, Raritan, NJ  
Plainfield West Tower Senior Citizen Center/Community Service  
Rider University, Lawrenceville, NJ  
Project Graduation, Mt. Laurel, NJ  
Imagine That!, Florham Park, NJ  
A & P Food Store, S. Plainfield, NJ

Kmart, Pathmark, Chinese Buffet, Plainfield Post Office, Plainfield City Hall, Plainfield Public Library,  
Plainfield Fire Department, and Cedarbrook Park  
Plainfield Municipal Court  
Montclair State University  
Jenkinson's Aquarium and Point Pleasant Beach  
Rutgers College of Engineering, Busch Campus in Piscataway, New Jersey  
Latino National Hispanic College Fair in East Rutherford, NJ  
NJ Marine Sciences Consortium, Sandy Hook, NJ  
The Community Theatre, Morristown, NJ  
Woodlands Nursing Home, Plainfield, NJ

**RESOLVED**, that the Plainfield Board of Education, approves the field trips listed for inclusion in the District's Curriculum Guides for the 2009-2010 school year.

## XI. REPORT OF THE FINANCE COMMITTEE

### A Reports of the Board Secretary and Treasurer – January 2009

#### **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**

**To be in compliance with N.J.A.C. 6:23-2.2h and N.J.A.C. 6:23-211(c)3**

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 in accordance with N.J.A.C. 6:23-2.11(c)4 that sufficient funds are available to meet the District's financial obligations for the remainder of the year, and be it

**FURTHER RESOLVED**, that the Plainfield Board of Education directs the Superintendent to initiate whatever actions may be determined to be appropriate to comply with N.J.A.C. 6:23-2.11(c)41 and N.J.A.C. 6:23-2.11(b).

**TO BE PRESENTED AT THE MARCH 17, 2009 BUSINESS MEETING**

**B. Payment of Bills – February 13, 2009 – March 12, 2009**

**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 NJAC6:20-2.13(a).

**RESOLVED**, that the Plainfield Board of Education approves for payment the following, 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 MARCH 17, 2009 BUSINESS MEETING**

**C. 2008-09 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 2009 budget adjustments which reflect the appropriations sufficient to meet expenditures:

<i>BUDGET TRANSFERS - FUND 11, FUND 12 AND FUND 13</i>			
<i>January 1, 2009 to January 31, 2009</i>			
<b>ACCOUNT</b>	<b>DESCRIPTION</b>	<b>FROM</b>	<b>TO</b>
11-1XX-100-XXX	Regular Programs - Instruction	70,050.00	
11-2XX-100-XXX 11-000-216,217	Special Education, Basic Skills/Remedial and Bilingual - Instruction and Other Student Related and Extraordinary Support Services		10,550.00
11-3XX-100-XXX	Vocational Programs - Local - Instruction		
11-4XX-100-XXX	School-Spon. Co/Extra-Curr. Activities, School Sponsored Athletics, and Other Instructional Programs - Instruct		
11-800-330-XXX	Community Services Programs/Operations		
	<b>Undistributed Expenditures</b>		
11-000-100-XXX	Instruction		4,500.00
11-000-211,213,218,219,222	Student Support Services - Attendance and Social Work, Health, Other Support Svcs-Regular, Other Support Svcs-Special, Education Media Services/School Library		84,697.00
11-000-221,223	Improvement of Instruction Services and Instructional Staff Training Services	25,000.00	
11-000-230-XXX	Support Services - General Administration		
11-000-240-XXX	Support Services - School Administration		
11-000-25X-XXX	Central Svcs & Admin Info Technology	67,000.00	
10-606	Increase in Maintenance Reserve		
11-000-26X-XXX	Operation and Maintenance of Plant Services		95,000.00
11-000-270-XXX	Student Transportation Services		
10-605	Increase in Sale/Lease-Back Reserve		
11-000-290-XXX	Other Support Services		
11-XXX-XXX-2XX	Personal Services - Employee Benefits		

11-000-310-XXX	Food Services		
	<b>TOTAL GENERAL CURRENT EXPENSE</b>		
	<b>Capital Outlay</b>		
12-XXX-XXX-73X	Equipment	29,000.00	
12-XXX-4XX-XXX	Facilities Acquisition and Construction Services	4,000.00	
	<b>TOTAL CAPITAL OUTLAY</b>		
13-XXX-XXX-XXX	<b>TOTAL SPECIAL SCHOOLS</b>		303.00
10-000-100-56X	Transfer of Funds to Charter Schools		
10-000-520-930	General Fund Contribution to Whole School Reform		
	<b>GENERAL FUND GRAND TOTAL</b>	195,050.00	195,050.00

<b>BUDGET TRANSFERS - FUND 15</b>			
<i>January 1, 2009 to January 31, 2009</i>			
<u>ACCOUNT</u>	<u>DESCRIPTION</u>	<u>FROM</u>	<u>TO</u>
15-1XX-100-XXX	Regular Programs - Instruction		123,012.24
15-2XX-100-XXX 15-000-216,217	Special Education, Basic Skills/Remedial and Bilingual - Instruction and Other Student Related and Extraordinary Support Services		34,018.00
15-3XX-100-XXX	Vocational Programs - Local - Instruction		
15-4XX-100-XXX	School-Spon. Co/Extra-Curr. Activities, School Sponsored Athletics, and Other Instructional Programs -Instruct	1,300.00	
15-800-330-XXX	Community Services Programs/Operations		
	<b>Undistributed Expenditures</b>		
15-000-100-XXX	Instruction		
15-000-211,213,218,219,222	Student Support Services - Attendance and Social Work, Health, Other Support Svcs-Regular, Other Support Svcs-Special, Education Media Services/School Library	174,335.00	
15-000-221,223	Improvement of Instruction Services and Instructional Staff Training Services	26,056.00	
15-000-230-XXX	Support Services - General Administration		
15-000-240-XXX	Support Services - School Administration		129,472.00
15-000-25X-XXX	Central Svcs & Admin Info Technology		
15-606	Increase in Maintenance Reserve		
15-000-26X-XXX	Operation and Maintenance of Plant Services		58,612.00
15-000-270-XXX	Student Transportation Services	5,000.00	
15-605	Increase in Sale/Lease-Back Reserve		

15-000-290-XXX	Other Support Services		
15-XXX-XXX-2XX	Personal Services - Employee Benefits	138,423.24	
15-000-310-XXX	Food Services		
	<b>TOTAL GENERAL CURRENT EXPENSE</b>		
	<b>Capital Outlay</b>		
15-604	Increase in Capital Reserve		
15-604	Interest Deposit to Capital Reserve		
15-XXX-XXX-73X	Equipment		
15-000-4XX-XXX	Facilities Acquisition and Construction Services		
15-000-4XX-931	Capital Reserve-Transfer to Capital Projects		
15-000-4XX-933	Capital Reserve-Transfer to Debt Service		
	<b>TOTAL CAPITAL OUTLAY</b>		
	<b>WHOLE SCHOOL REFORM GRAND TOTAL</b>	<b>345,114.24</b>	<b>345,114.24</b>

**D. Mandatory Board Member Training**

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

**RESOLUTION**

**RESOLVED**, that the Plainfield Board of Education approve Agurs L. Cathcart, Jr. to attend the Mandatory Board Member Training, prior to April 9, 2009 at a cost of \$37.00. This web-based mandated training will provide an opportunity for training under the School District Accountability Act. The account charged is 11-000-230000-580A-01-0000.



**E. Submission of Grant**

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

**RESOLUTION**

**Strategic Plan Link:**

**Goal 1: Learning Outcomes**

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

The Plainfield Board of Education is committed to ensuring that all students succeed academically and meet the New Jersey Core Curriculum Content Standards in a safe, positive learning environment. The Safe Schools/Healthy Students Initiative is a competitive grant for implementation of an integrated, comprehensive community-wide plan designed to create safe, respectful and drug-free environments that promote positive social skills and healthy development. This grant will be submitted for an amount not to exceed \$750,000.

**RESOLVED**, that the Plainfield Board of Education authorizes the Superintendent of Schools to submit the application for Federal funds to support educational programs and increase grant revenue in the district.

**F. 21<sup>st</sup> Century Community Learning Centers Competitive Grant Application**

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

**RESOLUTION**

**Strategic Plan Link:**

**Goal 1: LEARNING OUTCOMES**

To increase students' academic achievement by offering high-quality supplemental services in core academic areas such as reading and mathematics, and enrichment activities including arts and culture, youth development, and physical activity for approximately 300 students enrolled in the 21<sup>st</sup> Century Community Learning Centers.

**Goal 5: Community & Family Engagement**

To engage adult family members of participating students through participation in an array of parental involvement activities that promotes learning and cooperation. As well as establish and maintain partnerships and collaborative relationships throughout the community to ensure participants' access to all available resources through coordinated efforts.

Under Title IV, Part B of the *No Child Left Behind (NCLB) Act of 2001*, 21<sup>st</sup> Century Community Learning Centers (21<sup>st</sup>CCLC) are defined as centers that offer academic remediation and enrichment activities in tandem with a broad array of other enrichment activities in the areas of arts and culture, youth development, physical activity and parental involvement to students and their adult family members when school is not in session. The purpose of the 21<sup>st</sup> CCLC Program is to supplement the education of students in grades 4-12, who attend schools eligible for Title I school-wide programs or schools where a minimum of 30% of the students are from low-income families.

Through this application from the New Jersey Department of Education the Plainfield Public School's Department of Educational Services/Student Intervention & Family Support Services proposes to develop high quality extended day services not just to the child but to the entire family unit. Propose services will be provided for approximately 300 children and their families for a five year period (September 1, 2009 - August 31, 2014) in the amount of \$535,000 in grades 4<sup>th</sup> through 12<sup>th</sup>.

**RESOLVED**, that the Board of Education authorizes the Superintendent of Schools to submit the following application for special state, federal, county, private and foundation funds to support educational and support services in the district.

<b>Funding Source</b>	<b>Program Description</b>	<b>Administrator</b>	<b>Amount</b>
New Jersey Department of Education	21 <sup>st</sup> Century Community Learning Centers Competitive Grant Application	Anna Belin-Pyles, Director Student Intervention & Family Support	<b>\$500,000</b>

**G. Adoption of Preliminary Budget for the 2009-2010 School Year**

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

**RESOLUTION**

The Superintendent of Schools has developed a tentative financial plan for implementing the policies and programs of the Plainfield Public Schools for the 2009-2010 school year, in which, policies, programs and financial plans have all been developed in compliance with Board of Education priorities, goals and objectives, now therefore be it

**RESOLVED**, that the Plainfield Board of Education adopts the attached preliminary budget submission as follows:

	<u>Budget</u>	<u>Local Tax Levy</u>
Total General Fund	\$ -0-	\$ -0-
Total Special Revenue Fund	-0-	-0-
Total Debt Service Fund	-0-	-0-
Totals	\$ -0-	\$ -0-

**TO BE PRESENTED AT THE MARCH 17, 2009 BUSINESS MEETING**

H. **Out-of-State Travel**

**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 Plainfield Board of Education has determined that the National School Boards Association (NSBA) Annual Conference in San Diego, CA on April 4-7, 2009, is vital and necessary to the goals of the District and the success of the Board; and be it

**RESOLVED**, the Board of Education hereby authorizes the following board member to attend the conference, Agurs L. Cathcart, Jr., which is not to exceed \$2,000.00 and charged to 11-000-230000-580A-01-0000, and be it

**FURTHER RESOLVED**, that the above board member will share the information received from the conference with the Board.

I. **Early Childhood Education Program State Aid Enrollment Review/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 New Jersey Department of Education, Office of Fiscal Accountability and Compliance completed a review of Plainfield's Early Childhood Education Program record keeping practices for student enrollment as reported on the October 15, 2008 Application for State School Aid.

The review indicated that the October 15, 2008 ASSA count was understated and should have been based on the actual attendance and enrollment records.

**RESOLVED**, that the Plainfield Board of Education accepts the Early Childhood Education Program State Aid Enrollment Review and adopts the following Corrective Action Plan:

<b><u>Finding</u></b>	<b><u>Corrective Action</u></b>	<b><u>Person Responsible</u></b>	<b><u>Completion</u></b>
The October 15, 2008 ASSA count was understated by 3 students.	Staff will ensure that all ASSA enrollment counts are based on actual attendance and enrollment records for October each year.	E. Motley	June 2009

## XII. REPORT OF THE POLICY COMMITTEE

### A Adoption of Policies – First Reading

The following is recommended for adoption:

#### RESOLUTION

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

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

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

<u>Policy Number</u>	<u>Title</u>
3400	Accounts
3451	Petty Cash Funds
3453	School Activity Funds
3514	Equipment
3571.4	Audit
5020	Role of Parents/Guardians
6164.1	Intervention and Referral Services for General Education Pupils
6164.4	Child Study Team

**B. 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 them 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:

<b><u>Policy Number</u></b>	<b><u>Title</u></b>
3220/3230	State Funds: Federal Funds
3250	Income from Fees, Fines, Charges
3327	Relations With Vendors
3450	Money In School Buildings
3451	Petty Cash Funds
3541.31	Privately Owned Vehicles
3541.33	Transportation Safety
5131	Conduct/Discipline

**XIII. ADJOURNMENT**

GLO/bsc