

PLAINFIELD BOARD OF EDUCATION
Plainfield, N.J.

Date: Monday, May 5, 2008

Time: 6:30 p.m. PUBLIC SESSION
6:35 p.m. MEETING CLOSED FOR
EXECUTIVE SESSION
7:00 p.m. BUSINESS MEETING

Place: **PLAINFIELD HIGH SCHOOL LIBRARY**
950 Park Avenue

Board of Education Members

Ms. Bridget B. Rivers, President
Mr. Martin P. Cox, Vice President
Mr. Rasheed Abdul-Haqq
Ms. Patricia I. Barksdale
Mrs. Wilma G. Campbell
Mr. Agurs Linward Cathcart, Jr.
Mr. Christian Estevez
Mrs. Lisa C. Logan-Leach
Ms. Vickey Sheppard
Dr. Garnell V. Bailey, Interim Superintendent
Candace Goode, Student Liaison
Malcolm Moye, Student Liaison
Janel Spicer, Student Liaison
Lateefah Stenbridge, Student Liaison

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

WELCOME to a BUSINESS MEETING of the Plainfield Board of Education. Members hope you will find the meeting interesting and informative. We thank you for taking the time to attend. Please be advised this and all meetings of the board are open to the media and public, consistent with the Open Public meetings Act (Ch. 231 Laws of 1975), and that the advance notice required therein has been provided to the Courier News and Star Ledger on Wednesday, April 30, 2008 for advertisement on Friday, May 2, 2008 (Star Ledger) and Saturday, May 3, 2008 (Courier) and also provided to the Plainfield Public Schools, the district's website, the Plainfield City Clerk, Police Department, Plainfield Public Library and Comcast Cable for posting.

V. EXECUTIVE SESSION

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

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

- Personnel
- Legal

and be it

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

The Board of Education will recess into its executive session.

VI. CONDUCT OF BOARD OF EDUCATION MEETINGS

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

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

<u>Type of Meeting</u>	<u>* Date</u>	<u>Place</u>	<u>Time</u>
Policy Committee	1 st Tues. ea. mo.	PHS Confr. Rm.	6:30 p.m.
Personnel/Exec. Ses.	2 nd Tues .ea. mo.	PHS Confr. Rm.	6:30 p.m.
Curric. & Instr.	2 nd Tues. ea. mo.	PHS Confr. Rm.	8:00 p.m.
Finance Committee	2 nd Tues. ea. mo.	PHS Confr. Rm.	8:00 p.m.
Bldgs. & Grds. Cmte.	2 nd Tues. ea. mo.	PHS Confr. Rm.	8:00 p.m.
School Community Rel.	2 nd Tues. ea. mo.	PHS Confr. Rm.	8:00 p.m..
BUSINESS MEETING	3rd Tues. ea. mo.	Altn. Plfd. Schs.	7:00 p.m.

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

*Meeting Schedule Subject to Change

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

The agendas for all committee and board meetings are available at the Office of the Board of Education, 504 Madison 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, chief of staff etc.). If concerns remain unresolved, they are to be directed to the Superintendent of Schools. These procedures should be followed prior to concerns being presented to the Board of Education. This procedure allows administrators to resolve concerns at the most appropriate level of decision making.

VII. REMARKS FROM THE BOARD PRESIDENT

VIII. REMARKS FROM THE INTERIM SUPERINTENDENT

IX. PRIVILEGE OF THE FLOOR

At the business meetings, privilege of the floor will be provided for sixty minutes for public comment prior to committee reports. Members of the public in attendance will have the opportunity to raise concerns during this period of the meeting. Members of the public may speak once for a maximum period of three (3) minutes by the clock; this time is not transferable by one individual to another. An extension of two (2) additional minutes will be granted only upon a majority vote of the board members present.

X. REMARKS FROM COMMITTEE CHAIRPERSONS

XI. REPORT OF DELEGATES/LEGISLATIVE REPORT

XII. REMARKS FROM THE STUDENT LIAISONS

XIII. REPORT OF THE HUMAN RESOURCES COMMITTEE

In support of student achievement, “The Board of Education of the City of Plainfield reaffirms its commitment to ensure that the district provides equal employment opportunities regardless of race, color, creed, religion, sex, age, ancestry, national origin, handicap and social or economic status...”

It is the policy of this district to provide, through a positive and effective affirmative action program equal opportunities for employment, retention, and advancement of all people.

The equal employment objective for the Board of Education calls for achieving full utilization of minorities and women, and handicapped persons at all levels of management and non-management and by job classification; to prohibit discrimination in employment because of race, color, religion, national origin, sex or age; and to have a work environment free of discrimination.”

A. Abolishment of Job Descriptions

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

RESOLUTION

Resolved, the Board of Education approve the abolishment of the following job descriptions:

Accounting Specialist
Assistant Supervisor for Buildings & Grounds
Assistant Supervisor of Information Technology
Computer Specialist
Content Supervisor – Special Education – PHS
Coordinator Community Relations
Director Early Childhood Curriculum and Instruction
Director of Athletics
Director of Community Relations
Director of Guidance K – 12
Director of Human Resources
Director of Information Technology
Director of Security
Director of Special Programs
Director of Special Services
Director of Student and Family Support Services Program
Elementary Family Support Services Coordinator
Extended Day Program Coordinator
Human Resources Specialist
Parent Education Coordinator
Payroll Specialist
Plainfield High School Content Supervisor
Purchasing Specialist
Supervisor – Basic Skills Compensatory Education
Supervisor – Mathematics
Supervisor – Nursing and Health Services
Supervisor – Science
Supervisor – Social Studies

Supervisor of Curriculum and Instruction/Bilingual/ESL and World Languages
Supervisor of Curriculum and Instruction/Early Childhood
Supervisor of Curriculum and Instruction/Fine and Performing Arts
Supervisor of Curriculum and Instruction/Language Arts Literacy
Supervisor of Curriculum and Instruction/Mandated Programs
Supervisor of Curriculum and Instruction/Testing & Assessment
Supervisor of Guidance – Secondary
Supervisor of Security
Supervisor of Special Education
Supervisor of Special Programs
Supervisor of Staff Development
Supervisor of Student Safety
Supervisor of Teacher Induction & Mentoring
Supervisor, Financial Management
Washington School Community Coordinator

B. New Job Descriptions

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

RESOLUTION

Resolved, the Board of Education approve the following new job descriptions:

Assistant Superintendent, Administrative Services
Assistant Superintendent, Educational Services
Coordinator Compensation Administration
Coordinator, Accounting
Coordinator, Business Administration
Coordinator, Community Engagement, Public Information & Marketing
Coordinator, Grants Administration
Coordinator, Human Resources & Support Services
Coordinator, Information Technology and Support Services
Coordinator, Professional Development & Support Services
Coordinator, Purchasing
Coordinator, School & Community Programs
Coordinator, Special Projects & District Affairs
Coordinator, Student Athletics & Activities & Support Services
Coordinator, Student Health Related Services & Support
Coordinator, Student Truancy & Support Services
Director, Early Childhood Programs & Services
Director Educational Services
Director, Guidance Student Intervention, & Family Support Services
Director, Information Technology & Support Services
Director, School Safety & District Security
Director, Special Education, Gifted, & Psychological Services
Social Worker, Student Intervention & Family Support Services
Social Worker, Student Intervention & Family Support Services

Supervisor, Assessment, Data Collection, & School Improvement
Transportation Dispatcher
VP – 12 Month (Various Content Areas)
VP Early Childhood Programs & Services
VP, Arts, Talent & Life Skills Education
VP, Bilingual Education & ESOL
VP, Special Education, Gifted & Psychological Services

XIV. REPORT OF THE CURRICULUM & INSTRUCTION COMMITTEE

A. School Field Trips

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

RESOLUTION

RESOLVED, the Board of Education approve the following field trips in-state (New Jersey), and out-state (New Jersey):

#	School	Grade	Date	Destination	Cost
1.	Clinton	PreK	May 15	Community Theater, Morristown	Admission \$170.00
2.	Clinton	4-5	May 20	Statute of Liberty, Jersey City	Transportation \$600.00
3.	Clinton	3-5	May 9	Liberty Science Center, Jersey City	Admission \$1,029.00
4.	Clinton	2	May 8	State Theater, New Brunswick	No cost
5.	Emerson	K	May 20	Adventure Aquarium, Camden	Transportation \$1,450.00
6.	Stillman	K-5	May 12	PNC Arts Center, Holmdel	No cost
7.	Maxson/ Hubbard	8	May 9	Ellis Island, New York PACES Project	Transportation \$965.00 Admission \$120.00 Lunch \$602.25 Rental \$120.00
8.	PHS	11-12	May 7	Newark Tour, Newark	Transportation \$1,500.00
9.	PHS	11-12	May 12	New York Tour, New York City, NY	Transportation \$1,550.00
10.	SBYSP	11-12	May 16	Plainfield Fire House, Plainfield	No cost
11.	SBYSP	10-12	May 6 and 15	Great Adventure Employment Program, Jackson	No cost

B. Approval of NJQSAC Long Term Plan - 2008-2011

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

RESOLUTION

WHEREAS, the intention of NJQSAC legislation is designed to assure compliance with the statues and regulations that govern schools and districts in New Jersey, and

WHEREAS, it is designed to provide the school community with specific strategies and actions that include best practices in instructional programs, targeted teaching strategies, embedded professional development and community communication, and

WHEREAS, regulations require implementation a Long Term Plan to the New Jersey Department of Education, now therefore be it

RESOLVED, the Board of Education approve the submission of the district's response and NJQSAC planning documents.

C. District Lesson Plan Template

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

RESOLUTION

WHEREAS, the Plainfield School District's NJQSAC team members have identified the attached template, as the district wide lesson plan template that will be implemented throughout the district to meet the NJQSAC audit requirements regarding a uniform lesson plan, and

WHEREAS, the Plainfield School District has agreed to implement this lesson plan template, now therefore be it

RESOLVED, the Board of Education approve to implementation of this uniform Lesson Plan throughout the district at not cost to the district.

D. Maxson Middle School Restructuring Plan

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

RESOLUTION

WHEREAS, the Board of Education and Maxson Middle School are committed to increasing student achievement, and

WHEREAS, Maxson Middle School is a Title I school in Year 5 of program improvement and needs to plan for restructuring in the 2008-2009 school year, per New Jersey Department of Education requirements, and

WHEREAS, the District Restructuring Committee for Maxson Middle School has selected the research-based Carnegie Corporation model Turning Points: Preparing American Youth for the 21st Century, to improve the quality of middle level education through improved rigorous curricula, interdisciplinary instruction and assessment that will promote student achievement and establish caring, supportive, learning environments which value adolescents, now therefore be it

RESOLVED, the Board of Education approve the Maxson Middle School Restructuring Plan for implementation from September 2008 through August 2009.

E. Approval of Out-of-District Professional Development Opportunity

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

RESOLUTION

WHEREAS, a district employee and member of the Board of Education listed on the chart is attending a conference; and

WHEREAS, the attendance at stated function was previously approved by the chief school administrator and school business administrator as work related and within the scope of work responsibilities of the attendee; and

WHEREAS, the attendance at the function was approved as promoting delivery of instruction of furthering efficient operation of the district, and fiscally prudent; and

WHEREAS, the travel and related expenses particular to attendance at the function is within state travel guidelines established by the Department of Treasury in NJOMD circular letter; now therefore

BE IT RESOLVED, that the Board of Education finds the travel and related expense particular to attendance at the previously approved function; and

BE IT RESOLVED, that the expenses are justified and therefore reimbursable and/or payable.

RECOMMENDED ACTION: “that the Board approve out-of-district professional development opportunities for the 2007-2008 school years, as follows:”

OUT-OF-DISTRICT PROFESSIONAL DEVELOPMENT OPPORTUNITIES

ENCL.	NAME	SCHOOL	CONFERENCE	LOCATION	DATE(S)	COST
Account charged: 11-000-251-000-580A-04-0000						
1.	Gary L. Ottmann	Board Office	NJASBO	Atlantic City	May 7-9	\$850.00

XV. REPORT OF THE FINANCE COMMITTEE

Closing of Muhlenberg Hospital

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

RESOLUTION

WHEREAS, Muhlenberg Hospital is deemed essential for providing full health services for children, their families, and employees of the Plainfield School District, and

WHEREAS, the closing of Muhlenberg Hospital would negatively impact the lives of more than 15,000 people from the Plainfield School District, and

WHEREAS, the public policies aim to achieve a healthy ageing population, and

WHEREAS, a full service hospital such as Muhlenberg needs to be accessible and available to children, their families, and employees of the Plainfield School District, to make an investment in good health, and

WHEREAS, extending the time needed to travel to hospitals out of the area could jeopardize the health and welfare of the aforementioned population, now therefore be it

RESOLVED, the Plainfield Board of Education denounces the closing of this vital lifeline to the Plainfield School District.

ADJOURNMENT

GLO/rpm