

PLAINFIELD BOARD OF EDUCATION  
Plainfield, N.J.

Date: Tuesday, September 10, 2013

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. Wilma G. Campbell, President  
Mrs. Keisha Edwards, Vice President  
Mrs. Jackie Coley  
Mr. Alex O. Edache  
Ms. Mahogany Hendricks  
Mrs. Renata A. Hernandez  
Mr. Dorien Hurtt  
Mr. Frederick D. Moore, Sr.  
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 Tuesday, September 3, 2013 for advertisement on Saturday, September 7, 2013 and also provided to the Plainfield Public Schools, the District's website, the Plainfield City Clerk, Police Department, and Plainfield Public Library for posting.

V. EXECUTIVE SESSION

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

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

1. matters rendered confidential by federal or state law
2. pending or anticipated litigation or contract negotiations and/or matters of attorney-client privilege
3. specific prospective or current employees unless all who could be adversely affected requested an open session

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

The Board of Education will recess into its Executive Session.

## VI. CONDUCT OF BOARD OF EDUCATION MEETINGS

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

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

<u>Type of Meeting</u>	<u>* Date</u>	<u>Place</u>	<u>Time</u>
Policy Committee	1 <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 recommendations of the Superintendent of Schools and other relevant items. Committee approval authorizes resolutions to be placed on the agenda of the next appropriate business meeting and/or possible formal action.

The agendas for all committee and board meetings are available at the Office of the Board of Education, 1200 Myrtle Avenue during business hours.

At the business meetings, privilege of the floor will be provided for sixty minutes for public comment prior to committee reports. A five-minute time limit per person is provided for public comment.

Concerns of the public regarding the schools or departments should be brought to the attention of the appropriate administrator in charge (principal, director, etc.). If concerns remain unresolved, they are to be directed to the Superintendent of Schools. These procedures should be followed prior to concerns being presented to the Board of Education. This procedure allows administrators to resolve concerns at the most appropriate level of decision making.

**The next Business Meeting of the Board of Education is scheduled for Tuesday, September 17, 2013, 8:00 pm, in the Plainfield High School 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. Professional Development

#### (1) Staff Development Workshops, Inc.

##### Strategic Plan Link

##### Goal 1: Learning Outcomes:

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

##### Goal 2: Human Resources:

To improve the recruitment, retention and development of District staff

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

### RESOLUTION

The Plainfield Board of Education recognizes that a highly qualified, competent, skilled and dedicated workforce is essential to the success of the District and the students. 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 and the Common Core State Standards, and achieve academic and life-long success. The District is committed to raising the standards and student performance and providing sustained professional development for staff.

The Office of English Language Arts has identified Staff Development Workshops, Inc., a team of educational consultants committed to helping teachers learn the best instructional practices, to provide services in lesson modeling, instructional coaching, and professional development focusing on practical classroom-tested strategies to be implemented with diverse students with a wide range of needs, strengths, and interests. Consultants will work with teachers in the elementary, middle and high school grades across the district.

The Staff Development Workshops, Inc. consultants will:

- Meet with ELA teachers in targeted grades to provide training in CCSS aligned, student-centered instructional strategies and structures for teaching within the literacy block.
- Conduct model lessons to demonstrate how these strategies and structures are implemented in the ELA/English classroom
- Provide ongoing in-class coaching support to assist teachers in applying these strategies and structures in their own classrooms.
- Consult with the grade level teams to review student work and support teacher growth.
- Facilitate professional development workshops

**RESOLVED**, that the Plainfield Board of Education approves payment to Staff Development Workshops, Inc. in an amount not to exceed \$22,500 for a total of fifteen (15) days from September 18, 2013 to June 20, 2014. The availability of funds for this item has been verified and will be charged to account 11-190-100012-340A-26-0000 (Curriculum Technical Services).

**(2) Art Educators of New Jersey “Art is Infinite” 2013 Conference – New Brunswick**

**Strategic Plan Link**

**Goal 1: 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 professional development.

The Art Educators of New Jersey “Art is Infinite” 2013 Conference will provide the opportunity to learn about the local and national best practices and issues currently affecting the field of Art Education. It is the purpose of AENJ, to promote and maintain the highest possible degree of quality instruction in visual arts programs throughout New Jersey.

Irene Mitta, Art Teacher, Woodland Elementary School, and Patricia Healy, Art Teacher, Cedarbrook K-8 Center, will attend AENJ “Art is Infinite” 2013 Conference, Thursday, October 3, 2013 through Saturday, October 5, 2013 at the Hyatt Regency in New Brunswick, NJ.

The cost of the workshop is \$205.00 per person. Total cost for the workshop is \$410.00.

**RESOLVED**, that the Plainfield Board of Education approve Irene Mitta to attend the AENJ “Art is Infinite” 2013 Conference, October 3-5, 2013, in New Brunswick, NJ. The total cost of the workshop will not exceed \$410.00. Mileage will be reimbursed at the 0.31 rate upon presentation of proper documentation. The availability of funds for this item has been verified and will be charged to account 15-190-100000-500A-22-0000 (Woodland Instruc Oth Pur Serv), and 15-000-221000-320A-13-0000 (Cedarbrook Instructional Improvement Education).

**(3) FEA / NJPSA / NJASCD – Fall Conference – Long Branch**

**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 have staff members participate in out of district Professional Development opportunities.

The Foundation for Educational Administration (FEA) along with the New Jersey Principals and Supervisors Association (NJPSA) and the New Jersey Association for Supervision and Curriculum Development (NJASCD) is presenting their “Fall Conference”.

Dr. Anthony Jenkins and Ms. Rosa Salinas, Principal and Vice Principal, of Washington Community School, respectively, will attend the “Fall Conference”, October 17-18, 2013 at the Ocean Place Resort in Long Branch, New Jersey.

The cost of registration for two (2) days is \$275.00 per person.

The key sessions of the conference will address topics such as “Common Core State Standards and the Instructional Shifts”, “Preparing for PARCC”, “Teacher and Principal Observation and Evaluation” and “Working with Struggling Students”.

**RESOLVED**, that the Board of Education approves Anthony Jenkins and Rosa Salinas to attend the FEA/NJPSA/NJASCD Fall Conference, October 17-18, 2013 in Long Branch, New Jersey. The total cost of registration will not exceed \$550.00. The availability of funds for this item has been verified and will be charged to account 15-000-240000-800A-21-0000 (Washington Principal Other Expense).

**(4) Autism New Jersey – 31<sup>st</sup> Annual Conference – Atlantic City**

**Strategic Plan Link**

**GOAL 1: Learning Outcomes:**

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

**GOAL 2: Human Resources:**

To improve the recruitment, retention and development of District staff

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

**RESOLUTION**

The Plainfield Board of Education recognizes 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 have staff members participate in out of district Professional Development opportunities.

Autism New Jersey will present their “31<sup>st</sup> Annual Conference, October 17-18, 2013 at the Atlantic City Convention Center, Atlantic City, New Jersey. This conference will present evidence-based practices that enhance the optimal development of young children with autism spectrum disorders as they are implemented in our classrooms; it is one of the largest autism-specific conferences nationally.

It provides educational professionals support and training opportunities that teach effective strategies to bring a difference to individuals with autism. The conference will offer a variety of seventy-three (73) workshops, more than one-hundred (100) exhibitors and countless network opportunities.

Master Teacher, Louise Frankel and Special Education Teacher, Ruth Wright, will attend the Autism NJ 31<sup>st</sup> Annual Conference to turnkey effective strategies for teaching individuals with autism to preschool and special education classroom teachers.

Registration fee for two (2) days is \$500.00 per person (\$275.00 per day). Total cost not to exceed \$1,000.00.

**RESOLVED**, that the Board of Education approve Master Teacher, Louise Frankel, and Special Education Teacher, Ruth Wright, to attend Autism New Jersey’s 31<sup>st</sup> Annual Conference, October 17-18, 2013 in Atlantic City. The cost of registration is \$500.00 per person - total cost not to exceed \$1,000.00. The availability of funds for this item has been verified and will be charged to account 20-218-200000-329A-34-0000 (ECPA Other Pur Professional); and 20-251-200000-320A-32-0000 (IDEA Professional and Technical Service).

**(5) “Look Who’s Talking” at Tech Forum New York – Tarrytown, NY**

**Strategic Plan Links**

**Goal 1: Learning Outcomes:**

To improve the learning and academic performance of all students in Clinton K-8 Center

**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 purchase software and employ consultants to address the needs of teachers and students in order to promote school improvement.

Clinton K-8 Center Principal, BJ BrownJohnson, along with Media Specialist, Marissa Halat and Teacher, Regina Mazza will attend the “Look Who’s Talking” at Tech Forum New York on Friday, October 18, 2013, from 8:00-4:00 PM at the Westchester Marriot – 670 White Plains Road, Tarrytown, NY.

The cost of the forum is \$309.00 per person – total cost of forum not to exceed \$927.00.

One of the many highlights of Tech & Learning’s Tech Forum is the chance to hear from top-notch-speakers addressing topics of vital interest to K-12 technology leaders. Presenters will lead the following sessions at this year’s Tech Forum New York:

- The Art of Teaching: The intersection between content, curity, and relationship.
- What’s next in the Flipping world.
- The purchasing decisions regarding student devices and other technologies to meet District’s needs
- Classroom transformation taking place as a result of 21<sup>st</sup> century tools and
- student-centered approaches

**RESOLVED**, that the Plainfield Board of Education approve BJ BrownJohnson, Principal, Clinton K-8 Center, along with Media Specialist, Marissa Halat, and Teacher - Regina Mazza to attend the Look Who’s Talking at Tech Forum New York, Friday, October 18, 2013, 8:00 a.m. to 4:00 p.m., at the Westchester Marriott in Tarrytown, New York, at a cost of \$309.00 each. Total cost not to exceed \$927.00. The availability of funds has been verified and will be charged to account 15-000-223000-320A-14-0000 (Clinton Professional & Technology Service).



**(6) Dr. Lynette N. Tannis - Education Consultant**

**Strategic Plan Link**

**Goal 1: Learning Outcomes:**

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

**Goal 2: Human Resources:**

To improve the recruitment, retention and development of District staff

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

**RESOLUTION**

The Plainfield Board of Education recognizes 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 consultants to address the needs of teachers and students in order to promote school improvement.

Dr. Lynette Tannis has eighteen (18) years' experience as an educator in myriad capacities including: *classroom teacher, high school soccer, basketball, and softball coach, literacy coordinator, vice principal, principal, and intern superintendent.*

Dr. Tannis has been providing high quality professional development experiences for school leaders, teachers, support personnel, board members, parents, and students for the past seventeen years. She earned a Doctor of Education degree (2013), as well as a Master of Education Policy and Management degree (2010) from Harvard University. She also holds a Master of Educational Administration degree from Kean University (2003) and a Bachelor of Arts in Elementary Education degree from Greensboro College (1995).

Dr. Tannis is adept in creating winning teams and looks forward to working with your school to cultivate lifelong learners and high achievers. She brings a wealth of knowledge and an unparalleled level of energy and enthusiasm.

On Monday, October 21, 2013, Dr. Tannis will conduct professional development sessions entitled "*Analyzing and Utilizing Data to Get Results*" and "*Strategies for Effectively Teaching Your School's Most Disruptive Students*" to Woodland Elementary School staff.

The total cost of the professional development is \$1,100.00.

**RESOLVED**, Plainfield Board of Education approves payment to Dr. Lynette Tannis of Plainfield, NJ for professional development workshops to be conducted at Woodland Elementary School on October 21, 2013, total cost not to exceed \$1,100.00. The availability of funds for this item has been verified and will be charged to account 15-190-100000-500A-22-0000 (Woodland Instruc Oth Purch Serv).

**(7) Japanese Lesson Study**

**Strategic Plan Link**

**Goal 1: Learning Outcomes:**

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

**Goal 2: Human Resources:**

To improve the recruitment, retention and development of District staff

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

**RESOLUTION**

The Plainfield Board of Education recognizes 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 consultants to address the needs of teachers and students in order to promote school improvement. The District is committed to raising the standards and student performance through providing sustained professional development for staff.

Japanese Lesson Study, a professional teacher development process incorporating collaborative lesson planning with thoughtful and purposeful observation and reflection on the lessons. Through the lesson study process, teachers examine both student learning and their own teaching practices. Benefits for teacher and teacher practices include increased knowledge of subject matter, increased knowledge of instruction, increased ability to observe students, increased focus on student learning, stronger collegial networks, stronger support for secondary math teachers, stronger connection of daily practice to long-term goals, stronger motivation and sense of efficacy, support for taking risks, and improved quality of available lesson plans. Benefits for students include improved achievement, learning more carefully considered content more deeply, enhanced ability to make connections, and a higher level of engagement with the materials. The lesson study group will consist of secondary math teachers, grades 6-12. Teachers will investigate examine algebraic concepts from middle school to Algebra II.

The district has identified Dr. Alice Alston to support secondary math teachers with implementing Japanese lesson study at the secondary schools. Dr. Alston is a visiting associate professor in Mathematics Education at Graduate School of Education, Rutgers University, New Brunswick, and NJ. She is the author of Lesson study as a tool for developing teachers' close attention to students' mathematical thinking. In L. Hart, A. Alston and A. Murato (Eds.) Lesson Study Research and Practice in Mathematics Education: Learning Together. New York: Springer Publications and other publications on lesson study.

Dr. Alston will provide ten (10) sessions {six (6) full days for implementation; four (4) full days for planning, coaching and team teaching} at a rate of \$750.00 per day, for a total cost of \$7,500.00.

**RESOLVED**, the Board of Education approves payment to Dr. Alice Alston as a consultant from November 2013 – March 2013 at a cost of \$750.00 per visit {ten (10) sessions}; for a total cost of \$7,500. The availability of funds for this item has been verified and will be charged to account 11-190-100012-340A-26-0000 (Curriculum Technical Services).

**(8) “Rising to the Challenge” -  
American Assoc. of School Librarians Conference – Hartford, CT**

**Strategic Plan Link**

**Goal 1: Learning Outcomes:**

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

**Goal 2: Human Resources:**

To improve the recruitment, retention, and development of District staff

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

**RESOLUTION**

The Plainfield Board of Education 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 the Common Core State Standards, and achieve academic and life-long success

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 have staff members participate in professional development opportunities.

This district has identified a need to provide district Library Media Specialists (LMS) with professional training in program administration, teaching and learning, and research reading and writing in the Common Core State Standards. Attendance at this conference will give secondary Library Media Specialists an opportunity to update their knowledge and understanding of their role within the academic community.

Therefore, Celia Bouffidis, Maxson Middle School LMS and Anita Kaur, Plainfield High School LMS, will attend the American Association of School Librarians conference, November 13-17, 2013 in Hartford, CT, to improve understanding of and build internal capacity in the areas of:

- literacy leadership
- literacy and reading
- program administration
- teaching and learning
- school librarians and the CCSS

The conference will engage participants in educational topics such as *Empowering Teachers and Learners through School Librarians’ Professional Practice*, *Evaluating and Recreating Text Exemplars for the Common Core*, *Digital Content for School Libraries*, and *Research for the Common Core – Rising Above the Status Quo*. The workshops will focus on building knowledge, skills, resources and relationships between Plainfield and national library educators.

**“Rising to the Challenge”... (cont’d.)**

<b>Expense Breakdown per person</b>	
Transportation (car – 306 miles round trip @ .565/mile)	\$ 172.89
Food (\$56 x 3 days; \$42 X 2 days)	\$ 252.00
Hotel (4 nights x \$139 per night +15% tax)	\$ 639.40
Conference and Pre-Conference Registration	\$ 523.00
<b>Total Cost Per Person</b>	<b>\$1,587.29</b>

**RESOLVED**, that the Plainfield Board of Education approves Celia Bouffidis and Anita Kaur, district Library Media Specialists, to attend the AASL Conference in Hartford, CT, November 13-17, 2013 at a cost of \$1,587.29 per person; total cost not to exceed \$3,174.58. The availability of funds for this item has been verified and will be charged to account 11-000-221000-500T-26-0000 (Other Purchase Services).

**(9) 21<sup>st</sup> Century Community Learning Centers (CCLC) Annual New Jersey  
School Aged Care Coalition (NJSACC) Expanded Learning Program Conference**

**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 21<sup>st</sup> CCLC Site Coordinators at CH Stillman, WCS, Hubbard and Maxson schools will attend the Regional New Jersey School-Age Care Coalition (NJSACC) Conference at the Marriott Princeton Hotel and Conference Center at Forrestal, 100 College Road East, Princeton, NJ on Friday, November 22, 2013 or Saturday, November 23, 2013 8AM-4PM.

This year's theme, *On the Road to Quality*, celebrates the important role that high quality expanded learning programs play in engaging young people in learning opportunities that build and supplement the school day supporting collaboration, youth development, and the problem-solving skills necessary for them to thrive both academically and socially. The breakout sessions are designed to include new and innovative ideas for activities, technical assistance for managing programs, and research-based strategies for implementing high-quality expanded learning programs that will further support students on their road to success.

**RESOLVED**, that the Plainfield Board of Education approves Zelda Spence and the 21<sup>st</sup> CCLC Site Coordinators at CH Stillman, WCS, Hubbard and Maxson schools to attend the 2013 NJSACC Regional conference in Princeton, NJ on Friday, November 22, 2013 or Saturday, November 23, 2013. The total registration fee is \$980.00. Total mileage reimbursement will not exceed \$175.00. The availability of funds for this item has been verified and will be charged to account 20-453-200000-500A-38-0000 (21<sup>st</sup> Adm Cen Oth Pur Serv Mass), and 20-453-200000-580A-38-0000 (21<sup>st</sup> Century Travel).

**(10) Promethean World**

**Strategic Plan Link**

**Goal 1: Learning Outcomes:**

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

**Goal 2: Human Resources:**

To improve the recruitment, retention and development of District staff

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

**RESOLUTION**

The Plainfield Board of Education recognizes 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 consultants to address the needs of teachers and students in order to promote school improvement.

This district has identified Promethean World, as an experienced provider of Promethean Boards. They will provide training to our teaching staff on how to transition to their digitally rich Promethean Boards. These workshops will be conducted at building level, which will consist of twelve (12) training sessions (inclusive of four free days). Each session will help improve understanding of and build internal capacity in the areas of:

- The Core Essentials of ActivSoftware
- Creating interactive Flipchart Lessons based on common core standards
- Exploring outside resources to incorporate with Instruction
- Accessing online resources and learn how to build collaboration with teacher around the world.

**RESOLVED**, that the Plainfield Board of Education approves Promethean World to provide workshops for all aspects of effective teaching and learning not to exceed \$16,784.00.00. The availability of funds for this item has been verified and will be charged to account 11-000-218000-390A-26-0000 (Testing Contracted Services).

(11) **New Jersey Science Convention - Bringing 21<sup>st</sup> Century Science Skills to the Classroom**

**Strategic Plan Link**

**Goal 1: Learning Outcomes:**

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

**Goal 2: Human Resources:**

To improve the recruitment, retention, and development of District staff

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

**RESOLUTION**

The Plainfield Board of Education recognizes 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 have staff members participate in Professional Development opportunities.

Attendance at the New Jersey Science Convention on *Bringing 21<sup>st</sup> Century Science Skills to the Classroom* at the Princeton Marriott, in Princeton, New Jersey on October 15-16, 2013, will help provide Hubbard Middle School's science teachers with various strategies to expand the instructional practices provided to our students.

Science professionals from the National Science Teachers Association (NSTA) and the National Science Education Leadership Association (NSELA) will present the various conference sessions. The sessions will include but are not limited to 21<sup>st</sup> Century Skills, STEM Education, Differentiated Instruction, and classroom infusion with new technologies.

Hubbard and Maxson staff members *Stan Lysenko, Ruth Wright, Victor Quesada, Kaz Beverley and Rebeca Allain* will attend the convention on Day 1 (Oct. 15, 2013); *Julia Marte, Mark Toma, Gloria Onyebeke, Jillian Almeda, Erica Encardone and Erice Lurie* will attend Day 2 (Oct. 16, 2013)

The cost of registration is \$165.00 per person. Total cost for the six (6) Hubbard participants is \$900.00

**RESOLVED**, that the Plainfield Board of Education approve Hubbard and Maxson Middle Schools Science Teachers - *Stan Lysenko, Ruth Wright, Victor Quesada, Julia Marte, Mark Toma, Gloria Onyebeke, Kaz Beverley, Rebeca Allain, Jillian Almeda, Erica Encardone and Erice Lurie* to attend the New Jersey Science Convention, October 15 and October 16, 2013 in Princeton, NJ. The cost of registration for each participant is \$165.00; total registration cost not to exceed \$900.00. The availability of funds for this item has been verified and will be charged to account 15-190-100018-320A-23-0000 (HMS Professional Ed); and 15-000-221000-390A-24-0000 (Maxson Instruct Imprv Prof Tech).

**(12) Imagine Learning - Partnership Forum – Provo, Utah**

**Strategic Plan Link**

**Goal 1: Learning Outcomes:**

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

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

**RESOLUTION**

The Plainfield Board of Education recognizes that a highly qualified, competent, skilled and dedicated workforce is essential to the success of the District and students. Therefore, it has provided the Superintendent of Schools the authority to engage administrative staff members in professional development opportunities.

Margaret Morales, Assistant Superintendent, will attend the Imagine Learning Partnership Forum October 2-4, 2013, in Provo, Utah. The conference will discuss ways to utilize technology applications to improve student achievement in English Language Arts and Mathematics.

<b>EXPENSE BREAKDOWN</b>	
<b>Registration</b>	Paid for via Imagine Learning Grant
<b>Conference Hotel</b>	Paid for via Imagine Learning Grant
<b>Flight and Baggage</b>	Paid for via Imagine Learning Grant
<b>Food/Incidentals</b>	\$51.00 per day = \$153.00
<b>Ground Transportation</b>	Paid for via Imagine Learning Grant

**RESOLVED**, that the Plainfield Board of Education approve Margaret Morales, Assistant Superintendent, to attend the Imagine Learning Partnership Forum – the only cost the District will incur is \$153.00 (*\$51.00 per day/3 days*) for meals and incidentals. The availability of funds for this item has been verified and will be charged to account 11-000-221000-500T-26-0000 (Other Purc Serv 400-500).



**B. Curriculum Design Team – English Language Arts – Phase Three**

**Strategic Plan Link**

**Goal 1: Learning Outcomes:**

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

**Goal 2: Human Resources:**

To improve the recruitment, retention, and development of District staff

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

**RESOLUTION**

The Plainfield Board of Education recognizes 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 staff members to perform additional assignments within our District.

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

In accordance with 6A:13-2.1 – Standards-based instruction: “All school districts shall implement a coherent curriculum for all students, that is content-rich and aligned to the most recent revision of the Common Core Curriculum Content Standards (CCCCS). The curriculum shall guide instruction to ensure that every student masters the CCCC. Instruction shall be designed to engage all students and modified based on student performance. Such curriculum shall include:

- Completion of units and assessments
- Interdisciplinary connections throughout;
- Integration of 21st century skills;
- Modifications for special education students, for English language learners in accordance with NJAC 6A:15, and for gifted students.”

The District has determined that there is a major need for curriculum development to comply with established state and district guidelines, as well as to improve student learning in the Plainfield Public Schools. An aligned curriculum must be developed in English Language Arts, K-12, for teaching and learning in all district schools to be consistent and systemic.

**RESOLVED**, that the Plainfield Board of Education approves the continuation of the Curriculum Design Team for English Language Arts (Phase Three). Team members will meet for twenty (20) hours from September 2, 2013 through November 29, 2013. Teachers will be compensated at the PEA contractual rate of \$28.00 per hour for Curriculum Writing; not to exceed a total of \$5,600.00. The availability for this item has been verified and will be charged to account 11-000-221000-104B-26-0000 (Curriculum Stipends).

**C. Secondary Math Curriculum Design Team - Phase III (6-12 Mathematics Curriculum)**

**Strategic Plan Link**

**Goal 1: Learning Outcomes:**

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

**Goal 2: Human Resources:**

To improve the recruitment, retention, and development of District staff

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

**RESOLUTION**

In accordance with 6A:13-2.1 – Standards-based instruction: “All school districts shall implement a coherent curriculum for all students, that is content-rich and aligned to the most recent revision of the Common Core Curriculum Content Standards (CCCCS). The curriculum shall guide instruction to ensure that every student masters the CCCC. Instruction shall be designed to engage all students and modified based on student performance. Such curriculum shall include:

- Interdisciplinary connections throughout
- Integration of 21st century skills
- A pacing guide
- Benchmark Assessments
- Activities for grade specific advisory groups
- Modifications for special education students, for English language learners in accordance with NJAC 6A:15, and for gifted students.” Activities for grade specific advisory groups

**RESOLVED**, that the Plainfield Board of Education approves Phase III of the Secondary Mathematics Curriculum, and to continue to work as Curriculum Design Team (Secondary Mathematics) for the purpose of completing Phase III of the Secondary Mathematics Curriculum, grades 6-12. Teachers will use Connected Math Program 3 and Glencoe: Algebra 1, Glencoe: Geometry and Glencoe: Algebra 2 to identify, select and list specific instructional strategies and modifications for diverse population. Team members will meet for twenty (20) hours from October 2013 – December 2013. Teachers will be compensated at the PEA contractual rate of \$28.00 per hour/per person; not to exceed \$560.00 per person – total cost not to exceed \$2,800.00. The availability of funds for this item has been verified and will be charged to account 11-000-221000-104B-26-0000 (Curriculum Stipends).

**D. Curriculum Design Team - Textbook Alignment and  
Units 5-8 Assessment Development Phase III – (Hours/Cost AMENDED)**

**Strategic Plan Link**

**Goal 1: Learning Outcomes:**

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

**Goal 2: Human Resources:**

To improve the recruitment, retention, and development of District staff

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

**RESOLUTION**

The Plainfield Board of Education recognizes 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 staff members to perform additional assignments within our District.

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

In accordance with 6A:13-2.1 – Standards-based instruction: “All school districts shall implement a coherent curriculum for all students, that is content-rich and aligned to the most recent revision of the Common Core Curriculum Content Standards (CCCCS). The curriculum shall guide instruction to ensure that every student masters the CCCC. Instruction shall be designed to engage all students and modified based on student performance. Such curriculum shall include:

- Interdisciplinary connections throughout;
- Integration of 21st century skills;
- A pacing guide;
- Benchmark Assessments
- Activities for grade specific advisory groups;
- Modifications for special education students, for English language learners in accordance with NJAC 6A:15, and for gifted students.”

**RESOLVED**, that the Plainfield Board of Education approves the continuation of the Curriculum Design Team (Mathematics) for the purpose of completing Phase III of the K-12 Mathematics Curriculum. Teachers will be aligning the new textbook series, My Math, to the K-5 Math Curriculum and completing Pre-Assessments/Assessments for Units 5-8. Team members will meet for twenty (20) hours - *two (2) hours for ten (10) days*; from September 16, 2013 through March 16, 2013. Teachers will be compensated at the PEA contractual rate of \$28.00 per hour/per person (not to exceed \$560.00 per person) for Curriculum Assessment Development; total cost not to exceed \$5,040.00. The availability of funds for this item has been verified and will be charged to account 11-000-221000-104B-26-0000 (Curriculum Stipends).

**E. Teachscope Inc. – Teacher Evaluation System Renewal Contract**

**Strategic Plan Link**

**Goal 1: Learning Outcomes:**

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

**Goal 2: Human Resources:**

To improve the recruitment, retention and development of District staff

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

**RESOLUTION**

The Plainfield Board of Education recognizes 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.

Administrator Danielson Framework for Teaching Proficiency System, which will provide the following services for staff members throughout the 2013-2014 academic school year.

<b>Renewal Services</b>	<b>Renewal Term</b>	<b>Quantity</b>	<b>Purpose</b>
Focus for Observers Annual License	October 1, 2013 through July 31, 2014	Administrators (40 Users)	A self-pace on-line training system that includes scoring practice, assessment and calibration.
Focus for Teachers Annual License	January 1, 2014 through July 31, 2014	Teachers (675 Users)  + 100 new licenses	<u>On-line training that includes:</u> <ul style="list-style-type: none"> <li>▪ Master-score videos illustrating effective teaching</li> <li>▪ Reflective exercises that reinforces instructional strategies</li> <li>▪ Framework Component Modules</li> </ul>
<b>Renewal Services</b>	<b>Renewal Term</b>	<b>Quantity</b>	<b>Purpose</b>
Reflect Renewal Annual License	January 1, 2014 through July 31, 2014	Administrators (70 Users)	<u>Reflect - Administrators</u> <ul style="list-style-type: none"> <li>▪ A customized observation and evaluation system that allows classroom observations,</li> <li>▪ System includes surveys, walkthroughs, and rubric based teaching,</li> <li>▪ Reporting tools that monitor trends, patterns and provide actionable feedback.</li> <li>▪ Interacts with smartphones, tablets and computers</li> </ul>
Reflect Annual License (New)	September 1, 2013 through July 31, 2014	Teachers (675 Users)	<u>Reflect - Teachers</u> Teachers will be able to interact with the Administrator assessments of the classroom walkthroughs and receive actionable feedback.

**Teachscape Inc. – Teacher Evaluation System Renewal Contract (cont'd.)**

Renewal Services	Renewal Term	Quantity	Purpose
Reflect Walkthrough Tool Annual License Renewal	September 1, 2013 through July 31, 2014	15 Schools	<u>Reflect Walkthrough Tool</u> Software tool that supports classroom walkthroughs with data, analysis, trends, patterns that includes: <ul style="list-style-type: none"> <li>▪ Customerized surveys ;</li> <li>▪ Pre-configured forms and surveys aligned to researched based instructional practices</li> <li>▪ Data collection using smartphones, tablets and laptop computers.</li> </ul>

**RESOLVED**, that the Plainfield Board of Education approves for Teachscape, Inc. to provide Renewal Services for: *Focus for Observer/Teacher* – cost: \$21,280.00; and Reflect Renewal – cost: \$22,440.00 for the 2013-2014 academic school year, plus an additional \$3,600.00 for new users. The total cost of these renewal services will not exceed \$47,320.00. The availability of funds for this item has been verified and will be charged to account 11-000-218000-390A-26-0000 (Testing Contracted Services).

**F. Request to Eliminate a Special Education Program**

**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, adopting of the following:

**RESOLUTION**

IDEA 2004 and N.J.A.C. 6A:14 requires that districts develop the capacity to meet the needs of a wider variety of disabilities by providing appropriate programs in district in order to meet the least restrictive mandate for children with disabilities. Plainfield Public Schools has a responsibility to provide these students with a free and appropriate public education designed to meet their special needs. Each newly proposed resource program, special class program, and service must be located in a space that has been approved by the County Superintendent of Schools. Additionally, Plainfield Public Schools is responsible for submitting a rationale for each program/service that is to be eliminated to the County Superintendent of Schools.

**RESOLVED**, that the Plainfield Board of Education approve the request to “Eliminate a Special Education Program or Service” for the designated school and program during the school year 2013 – 2014.

SCHOOL	PROGRAM	TEACHER	ROOM NUMBER
Stillman	LLD	Joseph Harris	121

**G. Morris-Union Jointure Commission -  
Non-Member Subscription Program for Professional Learning**

**Strategic Plan Link**

**Goal 1: Learning Outcomes:**

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

**Goal 2: Human Resources:**

To improve the recruitment, retention and development of District staff

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

**RESOLUTION**

The Plainfield Board of Education recognizes 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 District is committed to raising the standards and student performance through providing sustained professional development for staff. As such, the District has identified The Morris-Union Jointure Commission, located at 340 Central Avenue, New Providence, NJ, as a provider of professional development services and programs that meet the needs of school districts.

The primary purposes of the Morris-Union Jointure Commission, a cooperative educational agency, are to identify district needs and to provide creative educational approaches and programs to member school districts. Additionally, the Morris-Union Jointure Commission provides a forum for local educational agencies to work cooperatively in studying common problems while maintaining district priorities.

The Morris-Union Jointure Commission is offering districts the option of enrollment in its subscription rate professional development program. In this program, non-member school districts with a student enrollment of fifteen-hundred (1,500+) students or more are able to participate in the Morris-Union Jointure Commission's Professional Learning Series at the discounted member district rate of \$995.00 for the 2013-2014 school year. Enrollment in The Morris-Union Jointure Commission Non-member Subscription Program for Professional Learning will then enable The Plainfield Public School District to benefit by receiving the member district discounted rate for all Morris-Union Jointure Commission Professional Learning In-services during the 2013-2014 school year.

**RESOLVED**, that the Plainfield Board of Education approves the Plainfield Public School District enrollment in The Morris-Union Jointure Commission Non-member Subscription Program for Professional Learning. The total cost for the 2013-2014 school year will not exceed \$995.00. The availability for this item has been verified and will be charged to account 11-000-223000-320P-26-0000 (Curriculum Purchased Services).

**H. Clinton NJASK Intensive Afterschool Academy**

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

Clinton K-8 Center will implement our Clinton NJASK (New Jersey Assessment Skills & Knowledge) Intensive Afterschool Academy for the 2013-2014 school year; serving approximately forty (40) students in grades 6, 7, 8 - beginning Tuesday, October 1, 2013.

The Academy will be staffed by one (1) Lead Teacher, eight (8) Classroom Teachers, and three (3) Teacher Assistants to support the end of school day transition; and held every Tuesday, Wednesday and Thursday from 2:35 PM to 4:35 PM (lead teacher will remain until 5:00 PM to ensure the safe dismissal of all students).

The Academy will be comprised of Reading, Writing, and Mathematics and will include the use of technology applications Kids College, Learning through Sports, and Reading Plus, both powerful web-based programs. The Academy will focus on test taking strategies and skills essential for the NJASK.

**RESOLVED**, that the Plainfield Board of Education approve Clinton K-8 Centers' NJASK Intensive After School Academy to serve approximately forty (40) students in grades 6-8 beginning Tuesday, October 1, 2013. Students and staff will meet every Tuesday, Wednesday and Thursday from 2:35 PM – 4:35 PM (lead teacher remaining until 5:00 PM to ensure student safety). The availability of funds for this item has been verified and will be charged to account 15-000-221000-320A-14-0000 (Clinton Instruction Improvement Education Account).



## **I. Curriculum Design Team**

### **Strategic Plan Link**

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

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

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

To improve the recruitment, retention, and development of District staff

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

### **RESOLUTION**

The Plainfield Board of Education recognizes 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 staff members to perform additional assignments within our District.

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

In accordance with 6A:13-2.1 – Standards-based instruction: “All school districts shall implement a coherent curriculum for all students that is content-rich and aligned to the most recent revision of the Common Core Curriculum Content Standards (CCCCS). The curriculum shall guide instruction to ensure that every student masters the CCCC. Instruction shall be designed to engage all students and modified based on student performance. Such curriculum shall include:

- Interdisciplinary connections throughout;
- Integration of 21st century skills;
- A pacing guide;
- Activities for grade specific advisory groups;
- Modifications for special education students, for English Language Learners in accordance with NJAC 6A:15, and for gifted students.”

The District has determined that there is a major need for curriculum development to comply with established National, State and District guidelines, as well as to improve student learning in the Plainfield Public Schools. With the development of the Next Generation Science Standards and the NCSS National Curriculum Standards for Social Studies, an aligned curriculum must be developed in Science, Social Studies and Technology for teaching and learning in all district schools to be consistent and systemic.

**RESOLVED**, that the Plainfield Board of Education approves the formation of a Curriculum Design Team for Science, Social Studies and Technology. Members of the team will consist of forty (40) certificated teachers from across the district, representing a cross-section of grade levels, content-areas, and schools. Team members will meet for four (4) full days and sixty (60) hours afterschool from October 1, 2013 through June 30, 2014. Teachers will be compensated at a rate of \$28.00 per hour for after school work. The total compensation will not exceed \$75,600.00. The availability of funds for this item has been verified and will be charged to account 11-000-221000-104B-26-0000



**J. Teachers College Reading & Writing Project – Saturday Reunions**

**Strategic Plan Link**

**Goal 1: Learning Outcomes:**

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

**Goal 2: Human Resources:**

To improve the recruitment, retention, and development of District staff

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

**RESOLUTION**

The Plainfield Board of Education recognizes 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.

Attendance at the Teachers College Reading and Writing Project Saturday Reunions on October 19, 2013, and March 22, 2014 in New York City will help provide practical lessons for teachers and improve teaching and learning. Teachers College is offering more than one-hundred twenty-five (125) free workshops, keynotes, and closings throughout the day on state-of-the art methods in the teaching of reading and writing for grades K-8.

These workshops will provide attendees the opportunity to enhance and explore teaching and learning strategies while building internal capacity in the following areas:

- Managing workshop instruction
- Aligning instruction to the Common Core State Standards
- Using performance assessments and curriculum maps to improve instructional rigor
- Teaching opinion and argument writing
- Guided reading
- Critical literacy

**RESOLVED**, that the Plainfield Board of Education approves that the District will provide transportation for two (2) busloads of volunteer instructional staff to attend The Teachers College Reading and Writing Project Saturday Reunions – October 19, 2013, and March 22, 2014, from 9:00 a.m. – 3:00 p.m. Both departures are scheduled at 7:30 a.m. from 1200 Myrtle Ave. and returning by 5:00 p.m.

**K. 2014 Curriculum Writing**

**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 meet the New Jersey Core Curriculum Content Standards and achieve academic and life-long success.

Rigorous Curriculum Design creates a host of useful tools for leaders and teachers to utilize. This framework is necessary to implement the Common Core State Standards. The Rigorous Curriculum Design process creates a set of intentionally aligned components, including powered, “unwrapped” standards, common formative assessments, performance tasks, instructional strategies, and curriculum map lesson plans.

These tools become the basis for effective teaching and leadership and drive educational decision making. Moving toward deep implementation of Rigorous Curriculum Design, as a framework for utilizing standards and assessments, over the next year will prepare Plainfield Public School District for an impressive increase in student achievement.

**RESOLVED**, that the Plainfield Board of Education approves the payment of \$28.00 per hour, not to exceed \$1,050.00 per teacher, for the writing of the ESL and World Languages curricula-Unit II to reflect increased rigor and to align more closely with current state or provincial standards, or to the new Common Core State Standards.

**L. FY 2013-2014 Perkins Grant**

**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 as productive citizens. At Plainfield High School, programs of study are offered in professional technical education which is defined as a program of study that integrates technical and career proficiencies with academic content; and prepares students for the workplace, further education, training and family and community roles. The Carl D. Perkins Grant provides financial support for these programs.

The Plainfield Board of Education has been awarded the Perkins Grant for the time period of July 1, 2013 through June 30, 2014. The Carl D. Perkins Vocational and Technical Education Act of 1998, was signed into law on October 31, 1998. It sets out a new vision of vocational and technical education for the 21<sup>st</sup> Century. The purpose of the Perkins Act is to more fully develop the academic, vocational and technical skills of secondary students and post-secondary students who elect to enroll in vocational and technical programs.

**RESOLVED**, that the Plainfield Board of Education approves the acceptance of the Carl D. Perkins Grant in the amount of to support programs in professional technical education.

<b>Funding Source</b>	<b>Program Description</b>	<b>Administrator</b>	<b>Amount</b>
Carl D. Perkins Grant (state and federal funds)	Professional Technical Education programs of study	Otis Brown	\$80,242.00

**M. Hubbard Middle School Fund Raising Activities**

**Strategic Plan Link**

**Goal 1: Learning Outcomes:**

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

**Goal 3: Business Practices:**

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

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

**RESOLUTION**

The Plainfield Board of Education recognizes the value of having pupils participate in fund-raising activities, both as individuals and as groups, in order to help defray the cost of certain non-curricular field trips, or other worthwhile programs, or in support of a Board approved charitable cause.

**RESOLVED**, that the Plainfield Board of Education approve Hubbard Middle School's fund raising activities for the 2013-2014 academic school year to supplement the cost of upcoming school related functions and academic field trips as per district policy code 5136.

**N. ELA Elementary Language Arts Resource Committee (# of participants AMENDED)**

**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 committed to providing opportunities for ensuring that all students meet the Common Core State Standards and achieve academic and life-long success.

Through school site visitations, grade level meetings, and observations, the Office of English Language Arts has identified the need to pilot reading series that have been fully aligned to the Common Core State Standards. Each pilot classroom will receive all instructional materials, student resources, and digital resources free of charge during the 2013-1014 pilot.

A committee consisting of twenty-five (25) teachers will be established to review and recommend instructional resources in the core subject area of language arts. The teachers on the pilot committee will meet afterschool for ten (10) hours throughout the 2013-2014 school year to share observations and provide essential input to the program they are piloting and one- (1) full day in the summer for an overview of the rubrics and instructional materials.

**RESOLVED**, that the Plainfield Board of Education approves the formation of a Language Arts Resource Committee to review instructional materials aligned to the CCSS and the NJ Model Curriculum. The committee will consist of twenty-five (25) teachers throughout the District [ten (10) after school meetings - one (1) hour each meeting] throughout the school year, for a total cost not to exceed \$7,000.00. The availability of funds for this item has been verified and will be charged to account 11-000-221000-104B-26-0000 (Curriculum Stipends).

**O. Rutgers – Inclusive Schools Climate Initiative (ISCI) Cohort 2 Continuation**

**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 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 for Maxson Middle School to partner with Rutgers Inclusive Schools Climate Initiative (ISCI) staff/consultants.

Continued participation would provide continued services from the ISCI consultants (including school climate feedback from Spring 2013, planning, and ongoing assistance), opportunities to meet regionally and statewide with other ISCI teams, an additional school climate survey administration in the spring, inclusion and school climate resources, and a \$2,500.00 stipend. Accessing the stipend funds will require the development of a budget plan (consistent with the school's SCIP, the review and approval of the budget plan by Rutgers ISCI staff, and documentation of expenditures. The stipend may be used towards implementation of a school climate improvement plan (SCIP). The efforts may include, but are not limited to, the introduction, coordination and/or improvement of programs and efforts in the following areas:

- Special education, disability awareness, and social inclusion
- Social, emotional, and character development (SECD)
- Professional learning communities (PLCs)
- Harassment, Intimidation, and Bullying (HIB) prevention and intervention
- Support specific school concerns as related to school climate improvement with a focus on students with disabilities.

**RESOLVED**, that the Plainfield Board of Education approves participation and stipend disbursement/agreement with Rutgers Inclusive Schools Climate Initiative (ISCI) Cohort 2 Continuation for the 2013-2014 school year at no cost to the District.



## XI. REPORT OF THE FINANCE COMMITTEE

### A. Reports of the Board Secretary and Treasurer

#### 1) June 2013

**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:

### **RESOLUTIONS**

The Board Secretary has certified that, as of the date of the report, no budgetary line item account has obligations and payments (contractual orders) which in total exceed the amount appropriated by the District Board of Education.

The Treasurer of School Monies is required by statute to submit a report to the Board of Education on the cash balance in the various Board of Education Bank accounts.

The Board Secretary's Report and the Report of the Treasurer of School Monies for the stated period were in agreement.

**RESOLVED**, that the Plainfield Board of Education accepts the above referenced reports and certifications and orders that they be attached to and made part of the record of this meeting; and be it

**FURTHER RESOLVED** that the Plainfield Board of Education certifies that sufficient funds are available to meet the District's financial obligations for the remainder of the year, and be it

**FURTHER RESOLVED**, that the Plainfield Board of Education directs the Superintendent to initiate whatever actions may be determined to be appropriate.

FUND	CASH BALANCE	APPROPRIATION BALANCE	FUND BALANCE
(10) General Current Expense Fund			
(11, 16, 17,18) Current Expense	6,163,173.18	3,193,595.69	8,702,281.65
(12) Capital Outlay	-	3,752,236.07	-
(13) Special Schools	-	-	-
(15) Reform Schools	6,550,651.55	1,552,680.88	0.01
Capital / Maintenance Reserve	9,000,000.00	-	9,000,000.00
(20) Special Revenue Fund	67,811.60	2,811,933.79	831,175.11
(30) Capital Projects Fund	27,675.00	772,675.00	30,117.10
(40) Debt Service Fund	1.44	1,171.00	1,171.00
(60) Enterprise Fund	247,336.46	557,970.76	1,103,552.76
<b>TOTAL</b>	<b>22,056,649.23</b>	<b>12,642,263.19</b>	<b>19,668,297.63</b>

2) July 2013

**TO BE PRESENTED AT THE SEPTEMBER 17, 2013 BUSINESS MEETING**

**B. Payment of Bills — August 16, 2013 – September 12, 2013**

**Strategic Plan Link:**

**Goal 3: Business Operations**

**To improve the overall efficiency and effectiveness of business operations.**

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

**RESOLUTION**

**The Board of Education has determined that the warrants presented for payment are in order.**

The Board Secretary presented certain warrants to the Board of Education with a recommendation they be paid, and pursuant to NJAC 6:20-2.13(d), the Board Secretary certifies that with respect to the payment of bills referenced below no budgetary line item account has been over expended in violation of NJAC 6:20-2.13(a).

**RESOLVED**, that the following warrants be approved for payment, and that itemized lists of the warrants be filed with the minutes:

On the General Account

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 SEPTEMBER 17, 2013 BUSINESS MEETING**

**C. 2013 – 14 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:

<b>BUDGET TRANSFERS - FUND 11, FUND 12 AND FUND 13</b>			
<b>July 1, 2013 to July 31, 2013</b>			
<b><u>ACCOUNT</u></b>	<b><u>DESCRIPTION</u></b>	<b><u>FROM</u></b>	<b><u>TO</u></b>
11-1XX-100-XXX	Regular Programs - Instruction		
11-2XX-100-XXX 11-000-216,217	Special Education, Basic Skills/Remedial and Bilingual - Instruction and Other Student Related and Extraordinary Support Services		
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		
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		
11-000-221,223	Improvement of Instruction Services and Instructional Staff Training Services		
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		
10-606	Increase in Maintenance Reserve		
11-000-26X-XXX	Operation and Maintenance of Plant Services		
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		
12-XXX-4XX-XXX	Facilities Acquisition and Construction Services		
	<b>TOTAL CAPITAL OUTLAY</b>		
13-XXX-XXX-XXX	<b>TOTAL SPECIAL SCHOOLS</b>		
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>	<b>-0-</b>	<b>-0-</b>

<b>BUDGET TRANSFERS - FUND 15</b>			
<b>July 1, 2013 to July 31, 2013</b>			
<b>ACCOUNT</b>	<b>DESCRIPTION</b>	<b>FROM</b>	<b>TO</b>
15-1XX-100-XXX	Regular Programs – Instruction	16,000.00	
15-2XX-100-XXX 15-000-216,217	Special Education, Basic Skills/Remedial and Bilingual - Instruction and Other Student Related and Extraordinary Support Services		
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		18,600.00
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		
15-000-221,223	Improvement of Instruction Services and Instructional Staff Training Services		
15-000-230-XXX	Support Services - General Administration		
15-000-240-XXX	Support Services - School Administration	2,600.00	
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		
15-000-270-XXX	Student Transportation Services		
15-605	Increase in Sale/Lease-Back Reserve		
15-000-290-XXX	Other Support Services		
15-XXX-XXX-2XX	Personal Services - Employee Benefits		
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		
15-000-520-930	General Fund Contribution to Whole School Reform		
	<b>WHOLE SCHOOL REFORM GRAND TOTAL</b>	<b>18,600.00</b>	<b>18,600.00</b>

**D. Out-of-District Travel**

**Strategic Plan Link**

**Goal 3: Business Operations**

**To improve the overall efficiency and effectiveness of business operations.**

The following is recommended by adoption:

**RESOLUTION**

**RESOLVED**, that the Plainfield Board of Education approves Mahogany Hendricks to attend the NJSBA Bargaining at the Table on Saturday, October 5, 2013 in Mercerville, NJ at a cost of \$149.00. The availability of funds for this item has been verified and will be charged to account 11-000-230000-580A-01-0000 (Board Travel).

**E. Designation of Bank Signatures**

**Strategic Plan Link:**

**Goal 3: Business Practices**

**To improve the overall efficiency and effectiveness of business operations.**

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

**RESOLUTION**

**RESOLVED**, that the Plainfield Board of Education authorizes the following staff as official signatories on checks and drafts for the Student Activity Funds:

<b><u>Administrator</u></b>	<b><u>Secretary</u></b>	<b><u>School</u></b>
Deitra Smith-Snead	Ella Hunter	BOAACD
Gwynetta Joe	Laura Schetlick	Cedarbrook

**F. Alliance for Competitive Energy Services (“ACES”) Natural Gas Bid**

**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, the adoption of the following:

**RESOLUTION**

The Alliance for Competitive Energy Services is an alliance composed of the New Jersey School Boards Association, the New Jersey Association of School Administrators, and the New Jersey Association of School Business Administrators.

From time to time during the effective period, ACES will solicit bids from natural gas suppliers for retail natural gas supply services including interstate transportation to the local natural gas distribution utility company through an energy aggregation program in which NJSBA will act as the Lead Agency of the ACES Cooperative Pricing System #E8801- ACESCPS.

The Plainfield Board of Education has participated in the ACES program for many years and wishes to continue its participation, now therefore be it

**RESOLVED**, that the Plainfield Board of Education authorizes binding itself to the ACES Cooperative Pricing System #E8801- ACESCPS to purchase all natural gas supply services needed for its own use during the Effective Period from the natural gas supplier or suppliers awarded a contract for natural gas supply services by the Lead Agency.



**G. Alliance for Competitive Energy Services (“ACES”) Electric Bid**

**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, the adoption of the following:

**RESOLUTION**

The Alliance for Competitive Energy Services is an alliance composed of the New Jersey School Boards Association, the New Jersey Association of School Administrators, and the New Jersey Association of School Business Administrators.

From time to time during the effective period, ACES will solicit bids from electric power suppliers for electric generation services through an energy aggregation program in which NJSBA will act as the Lead Agency of the ACES Cooperative Pricing System #E8801-ACESCPS.

The Plainfield Board of Education has participated in the ACES program for many years and wishes to continue its participation, now therefore be it

**RESOLVED**, that the Plainfield Board of Education authorizes binding itself to the ACES Cooperative Pricing System #E8801-ACESCPS to purchase all electric power needed for its own use during the Effective Period from the electric power supplier or suppliers awarded a contract for electric generation services by the Lead Agency.

**H. Change Orders**

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

**RESOLUTIONS**

**1) Apex Enterprises of Union, Inc.**

**WHEREAS**, Apex Enterprises of Union, Inc. was previously awarded Bid # 2013 – 17A on January 22, 2013 in the amount of \$845,000.00 for science laboratory renovations at Plainfield High School, and

**WHEREAS**, subsequent to the award, it was determined that certain existing hot and cold water piping was abandoned and deteriorated and was unsuitable for reuse and required replacement, and

**WHEREAS**, cutting and patching of masonry walls, plaster ceilings, and the installation of new hot and cold water piping with heat trace will cost \$27,563.38, now therefore be it

**RESOLVED**, that the Plainfield Board of Education approves a Change Order in the amount of \$27,563.38 to Apex Enterprises of Union, Inc. resulting in a revised contract amount of \$874,880.87. The availability of funds has been verified and will be charged to 12-000-421999-0000-00-0000 (District Capital Outlay Projects).

**2) Hinding Tennis Courts**

**WHEREAS**, Hinding Tennis Courts was previously awarded Bid # 2013 – 17 on September 18, 2012, in the amount of \$176,450.00 for repairs and resurfacing of tennis courts at Hub Stine Field, and

**WHEREAS**, subsequent to the award, it was determined that an additional 225 linear feet of cracks was in need of repair, and the additional cost for the repair is \$5,625.00, now therefore be it

**RESOLVED**, that the Plainfield Board of Education approves a Change Order in the amount of \$5,625.00 to Hinding Tennis Courts resulting in a revised contract amount of \$176,450.00. The availability of funds has been verified and will be charged to 12-000-421999-0000-00-0000 (District Capital Outlay Projects).

**I. Early Childhood Education, Provider Review/Corrective Action Plans**

**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 limited review of the Abbott preschool educational program contracts, budget and financial records of the following contracted providers for a period of 2011-2012 school years:

- Dawn to Dusk Christian Childcare & Learning Center - Case # ECE-018-12
- Elcom Development Corporation D/B/A Little Hearts Learning Centers - Case # ECE-019-12
- Playhouse Child Development Center - Case # ECE-020-12

The review contained several findings and recommendations that should be addressed to insure proper use of Abbott funds in the preschool programs. The report was reviewed by the fiscal coordinator and directors of each contracted provider above, and corrective action plans have been developed and presented for board approval, now therefore be it

**RESOLVED**, that the Plainfield Board of Education accepts the OFAC review and approves the attached corrective action plans.

**J. Atlantic Ambulance Corporation**

**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**

Atlantic Ambulance Corporation shall be approved to provide Emergency Medical Services at all home Football games for the school year 2013-2014. Atlantic Ambulance Corporation has agreed to cover all home Football games at the cost of \$240.00 per game.

**RESOLVED**, the Board of Education approves Atlantic Ambulance Corporation for the 2013-2014 school year for a total not to exceed \$4,560.00 (19 games x \$240.00 per game) and charged to account 11-000-213000-300A-27-0000 (Purchased Prof and Tech Serv.).

## **XII. REPORT OF THE POLICY COMMITTEE**

### **A. DISCUSSION:**

#### **Policy #**

4112.2

4131

6142.10

9111

#### **Title**

Certification

Staff Development

Internet Safety

Qualifications and Requirements of Board Members

## **XIII. ADJOURNMENT**

GLO/bsc