

BOARD OF EDUCATION OF THE CITY OF PLAINFIELD
IN UNION COUNTY, NEW JERSEY

MINUTES of a **WORK & STUDY** Meeting of the Board of
Education Held on Tuesday, August 12, 2014

A **WORK & STUDY** Meeting of the Board of Education of the City of Plainfield was held this day in the Plainfield High School Conference Room. Notice had been provided to Board members and to the Courier-News, Star Ledger, Public Library, City Clerk, Plainfield Police Department, and posted in all Plainfield Public Schools and on the Plainfield Public Schools' website. Mrs. Yolanda Koon, Interim Board Secretary called the meeting to order at 6:52 p.m. and the following action took place:

I. PLEDGE OF ALLEGIANCE

II. WELCOME

WELCOME to a Work & Study Meeting of the Board of Education of the City of Plainfield. Members hope you will find the meeting interesting and informative. We thank you for taking the time to attend. Please be advised that 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 advance notice required therein has been provided to the Courier News and the Star Ledger on Tuesday, May 27, 2014 for advertisement on Saturday, May 31, 2014.

III. ROLL CALL

PRESENT

Mrs. Wilma G. Campbell, President
Mrs. Keisha Edwards, Vice President
Mrs. Deborah Clarke, arr. @ 6:54 p.m.
Mrs. Jackie Coley, arr. @ 7:13 p.m.
Mr. Alex O. Edache
Mrs. Mahogany Hall
Mr. Frederick D. Moore, Sr.

ALSO PRESENT

Mrs. Anna Belin-Pyles, Superintendent
Mrs. Yolanda Koon
Ms. Dayna Katz, Esq.
Ms. Mallory Griffin, Esq.
Ms. Adia Perry, Esq.
Mr. Nixon Kannah, Esq.

Mr. Dorien Hurtt, absent
Ms. Jameelah Surgeon, absent

The following resolution was moved by Mrs. Campbell seconded by Mrs. Hall, and unanimously approved by the Board:

RESOLUTION

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 adjourned into its Executive Session at 6:55 p.m.

The Plainfield Board of Education resumed the public session of its Work & Study meeting at 8:38 p.m.

IV. REMARKS FROM THE BOARD PRESIDENT

Mrs. Campbell mentioned that it is necessary that a 3rd meeting be set to address the following:

- Staff Development
- Curriculum Writing
- CSA & District Goals
- Update/ Revisit the Strategic Plan

The general consensus of the Board is to have a third meeting on September 9, 2014, in addition to the September 2, 2014 and September 16, 2014.

Mrs. Campbell made a correction from a previous meeting about the Hubbard Garden being done. The correction was that the Hubbard Garden did not happen, but ensured us that it will happen in the near future. Unfortunately everyone at that time was not on board with the project and the ball dropped.

Mrs. Belin-Pyles ensured that this project will happen as the grass was removed and more top soil is needed also a new design was constructed and that all parties are on board (grounds crew, Principal, etc.). Students will be involved and the harvest are targeted to be donated to the Senior Citizen.

Mrs. Campbell wants in their Thursday packet a targeted date of the completion.

V. REMARKS FROM THE SUPERINTENDENT

Mrs. Belin-Pyles provided her opening remarks. PPS had successful summer programs. She visited Kean Univ. where approximately 40-50 students 6 / 7 graders that participated in the STEM Program.

She may have them come to a Board meeting to demonstrate their project. The 21st century program was again well received by the community.

Mrs. Belin-Pyles gave the Board a copy of the advertisement that will be advertise concerning – scanning of student records and the process we are going thru to get the district certified.

She also mentioned that school opens September 4, 2014 and September 2, 2014 for staff members.

The Administrative Retreat is scheduled for August 18 – 21, 2014 at Emerson Elementary School and all are welcomed to attend.

Next week there will be a presentation on the 1-to-1 Initiative/Technology.

The Board inquired about the 504 Madison Ave., building and wanted an update. Mrs. Belin-Pyles requested the Business Office to provide an update and timeline report for the Board's packet on Thursday.

VI. REMARKS FROM COMMITTEE CHAIRPERSONS

The C & I agenda was moved to the Business agenda along with a walk-on.

The Finance agenda was moved to the Business agenda.

VII. REMARKS FROM THE POLICY COMMITTEE

The Policy agenda was moved to the Business agenda. Mrs. Belin-Pyles and Mrs. Hall will have additional policies that need revision.

Mrs. Campbell mentioned there should be a committee meeting to address some of the critical policies. Mrs. Hall offered she will set-up a few dates, because input from all parties will be needed to effectively address all concerns.

VIII. REPORT OF THE HUMAN RESOURCES COMMITTEE

A. Administrative Appointment

Strategic Plan Link:

Goal 2: Human Resources

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

The Superintendent of Schools recommends, and moved by Mrs. Campbell and seconded by Mr. Moore adoption of the following:

RESOLUTION

RESOLVED, that the Plainfield Board of Education approves the appointment of Kenneth Welch, Jr., as Coordinator of Facilities and Grounds effective, September 22, 2014 at a prorated salary of \$113,920.00 (Guide D Step 2).

The motion carried on a roll-call vote with Mrs. Campbell, Mrs. Clarke, Mrs. Coley, Mr. Edache, Mrs. Edwards, Mrs. Hall and Mr. Moore in favor and none were opposed.

IX. REPORT OF THE FINANCE COMMITTEE

Mr. Edache moved to reintroduce the following walk-on items that were rejected on the June 17, 2014 Business meeting. The motion carried on a roll-call vote with Mrs. Campbell, Mrs. Clarke, Mrs. Coley, Mr. Edache, Mrs. Edwards, Mrs. Hall and Mr. Moore in favor and none were opposed.

A. 2014 – 2015 Bid Renewals

Strategic Plan Link:
Goal 3: Business Practices
To improve the overall efficiency and effectiveness

The Superintendent of Schools recommends and moved by Mr. Edache and seconded by Mrs. Hall adoption of the following:

RESOLUTIONS

1) Heating Controls, Heating and Ventilating Equipment Service/Repair Bid # 2013-06

WHEREAS, the Board of Education pursuant to N.J.S.A. 18A: 18A-1 (et seq) advertised for sealed bids for Heating Controls, Heating and Ventilating Equipment Service/Repair on May 9, 2012, and

WHEREAS, N.J.S.A. 18A:18A-42.n provides for extension of bid contracts for a period of not to exceed two one-year extensions beyond the original contract, with increases in accordance with The Prevailing Wage Act, N.J.S.A. 34:11-56.25 et seq., providing the services are satisfactory and substantially unchanged.

WHEREAS, the district has found these services satisfactory for 2013-2014, and the services for 2014-2015 will not be substantially changed, now therefore be it

RESOLVED, that the Board of Education, in accordance with N.J.S.A. 18A:18A-42.n approve and authorize the extension of Bid # 2013-06 for the 2014-2015 school year as follows:

Core Mechanical, Inc. Pennsauken, NJ	2012-2013	2013-2014	2014-2015
Hourly Rate 8 a.m. to 5 p.m.	\$70.00	No Increase	\$72.00
Hourly Labor Rate 5 p.m. to 12 a.m.	\$105.00		\$107.00
Hourly Labor Rate Weekend/Holiday	\$140.00		\$142.00
Material Mark up	12%		12%

2) **Acoustical Ceiling Installation Bid # 2014-01**

WHEREAS, the Board of Education pursuant to N.J.S.A. 18A: 18A-1 (et seq) advertised for sealed bids for Acoustical Ceiling Installation on May 11, 2013, and

WHEREAS, N.J.S.A. 18A:18A-42.n provides for extension of bid contracts for a period of not to exceed two one-year extensions beyond the original contract, with increases not to exceed the current index rate of 1% for 4th quarter 2013, providing the services are satisfactory and substantially unchanged.

WHEREAS, the district has found these services satisfactory for 2013-2014, and the services for 2014-2015 will not be substantially changed, now therefore be it

RESOLVED, that the Board of Education, in accordance with N.J.S.A. 18A:18A-42.n approve and authorize the extension of Bid # 2014-01 for the 2014-2015 school year as follows:

Northeastern Interiors Services, LLC Paterson, NJ	2013-2014	2014-2015
Cost per square foot for any Space over 100 square feet	\$4.50	No Increase
Material Mark up	0%	

3) Air Conditioning & Refrigeration Service and Repair Bid # 2014-02

WHEREAS, the Board of Education pursuant to N.J.S.A. 18A: 18A-1 (et seq) advertised for sealed bids for Air Conditioning & Refrigeration Service on May 11, 2013, and

WHEREAS, N.J.S.A. 18A:18A-42.n provides for extension of bid contracts for a period of not to exceed two one-year extensions beyond the original contract, with increases in accordance with The Prevailing Wage Act, N.J.S.A. 34:11-56.25 et seq., providing the services are satisfactory and substantially unchanged.

WHEREAS, the district has found these services satisfactory for 2013-2014, and the services for 2014-2015 will not be substantially changed, now therefore be it

RESOLVED, the Plainfield Board of Education, in accordance with N.J.S.A. 18A:18A-42.n approve and authorize the extension of Bid # 2014-02 for the 2014-2015 school year as follows:

Core Mechanical, Inc. Pennsauken, NJ	2013-2014	2014-2015
Regular Hourly Rate	\$71.30	\$72.30
Emergency/weekend/ Holiday Hourly Rate	\$143.00	\$145.00
Material Mark up	25%	25%

4) **Asphalt Repair & Replacement Bid # 2014-03**

WHEREAS, the Board of Education pursuant to N.J.S.A. 18A: 18A-1 (et seq) advertised for sealed bids for Asphalt Repair & Replacement on May 11, 2013, and

WHEREAS, N.J.S.A. 18A:18A-42.n provides for extension of bid contracts for a period of not to exceed two one-year extensions beyond the original contract, with increases not to exceed the current index rate of 1% for 4th quarter 2013, providing the services are satisfactory and substantially unchanged.

WHEREAS, the district has found these services satisfactory for 2013-2014, and the services for 2014-2015 will not be substantially changed, now therefore be it

RESOLVED, the Plainfield Board of Education, in accordance with N.J.S.A. 18A:18A-42.n approve and authorize the extension of Bid # 2014-03 for the 2014-2015 school year as follows:

Protective Paving Milltown, NJ	2013-2014	2014-2015
Removal & Paving Repairs per Square Yard	\$25.00	No Increase
Pave 2" Overlay per Square Yard	\$9.50	
Patching Pot Holes per ton	\$ 200.00	

5) **Boiler Cleaning and Repairs BID # 2014-04**

WHEREAS, the Board of Education pursuant to N.J.S.A. 18A: 18A-1 (et seq) advertised for sealed bids for Boiler Cleaning and Repairs on May 11, 2013, and

WHEREAS, N.J.S.A. 18A:18A-42.n provides for extension of bid contracts for a period of not to exceed two one-year extensions beyond the original contract, with increases in accordance with The Prevailing Wage Act, N.J.S.A. 34:11-56.25 et seq., providing the services are satisfactory and substantially unchanged.

WHEREAS, the district has found these services satisfactory for 2013-2014, and the services for 2014-2015 will not be substantially changed, now therefore be it

RESOLVED, the Plainfield Board of Education, in accordance with N.J.S.A. 18A:18A-42.n approve and authorize the extension of Bid # 2014-04 for the 2014-2015 school year as follows:

Express Heating Co. Dumont, NJ	2013-2014	2014-2015
Boiler Cleaning	\$8,650.00	\$8,737.00
Oil Burner Mechanic	\$83.00	\$83.83
Oil Burner Mechanic helper	\$83.00	\$83.83
Certified ASME Welder	\$83.00	\$83.83
Welder's helper	\$83.00	\$83.83
Boiler Mechanic	\$83.00	\$83.83
Boiler Cleaning Leadman	\$83.00	\$83.83
Laborer	\$83.00	\$83.83

6) Electrical Service & Repair Bid #2014-06

WHEREAS, the Board of Education pursuant to N.J.S.A. 18A: 18A-1 (et seq) advertised for sealed bids for Electrical Service & Repair on May 11, 2013 and,

WHEREAS, N.J.S.A. 18A:18A-42.n provides for extension of bid contracts for a period of not to exceed two one-year extensions beyond the original contract, with increases in accordance with The Prevailing Wage Act, N.J.S.A. 34:11-56.25 et seq., providing the services are satisfactory and substantially unchanged.

WHEREAS, the district has found these services satisfactory for 2013-2014, and the services for 2014-2015 will not be substantially changed, now therefore be it

RESOLVED, the Plainfield Board of Education, in accordance with N.J.S.A. 18A:18A-42.n approve and authorize the extension of Bid # 2014-06 for the 2014-2015 school year as follows:

Sal Electric Co., Inc. Jersey City, NJ	2013-2014	2014-2015
Electrician Hourly Rate	\$76.55	\$80.42
Helper Rate	\$27.39	
Material Mark Up	0%	

7) **Toilet Partition Supply/Installation Bid # 2014-10**

WHEREAS, the Board of Education pursuant to N.J.S.A. 18A: 18A-1 (et seq) advertised for sealed bids for Toilet Partition Supply/Installation on May 11, 2013, and

WHEREAS, N.J.S.A. 18A:18A-42.n provides for extension of bid contracts for a period of not to exceed two one-year extensions beyond the original contract, with increases in accordance with The Prevailing Wage Act, N.J.S.A. 34:11-56.25 et seq., providing the services are satisfactory and substantially unchanged.

WHEREAS, the district has found these services satisfactory for 2013-2014, and the services for 2014-2015 will not be substantially changed, now therefore be it

RESOLVED, the Plainfield Board of Education, in accordance with N.J.S.A. 18A:18A-42.n approve and authorize the extension of Bid # 2014-10 for the 2014-2015 school year as follows:

Benco, Inc. Pine Brook, NJ	2013-2014	2014-2015
Installer Hourly Rate (8:00 a.m. – 4:00 p.m Monday through Friday)	\$85.00	No Increase
Percentage Mark Up on Materials	10 % overhead 15 % profit	

8) **Tree Maintenance Bid # 2014-11**

WHEREAS, the Board of Education pursuant to N.J.S.A. 18A: 18A-1 (et seq) advertised for sealed bids for Tree Maintenance on May 11, 2013, and

WHEREAS, N.J.S.A. 18A:18A-42.n provides for extension of bid contracts for a period of not to exceed two one-year extensions beyond the original contract, with increases not to exceed the current index rate of 1% for 4th quarter 2013, providing the services are satisfactory and substantially unchanged.

WHEREAS, the district has found these services satisfactory for 2013-2014, and the services for 2014-2015 will not be substantially changed, now therefore be it

RESOLVED, the Plainfield Board of Education, in accordance with N.J.S.A. 18A:18A-42.n approve and authorize the extension of Bid # 2014-11 for the 2014-2015 school year as follows:

Liberty USA Landscaping, Inc. South Plainfield, NJ	2013-2014	2014-2015
Regular Hourly Rate	\$93.00	No Increase
Evening Hourly Rate	\$139.50	
Weekend/Holiday Hourly Rate	\$139.50	
Emergency Hourly Rate	\$155.00	
Material Mark-Up	0%	

B. Award of Bids

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

RESOLUTIONS

1) Asbestos Consultant Services BID # 2015-01

WHEREAS, the Board of Education pursuant to N.J.S.A. 18A: 18A-1 (et seq) advertised for sealed bids for Asbestos Consultant Services on May 22, 2014, and

WHEREAS, in accordance with that advertisement bids were received, publicly opened and read aloud in the Board of Education Office on June 10, 2014 with the following results:

VENDOR

***TTI Environmental, Inc.
Moorestown, NJ**

Semi-Annual Inspection \$3,500.00

3 Year Re-Inspection \$3,500.00

On site Supervision/AST
Regular Time \$58.00

On Site Supervision
Overtime/Weekends \$75.00

Documentation & Writing
Hourly Rate \$55.00

Asbestos Trainer
Hourly Rate \$70.00

Analyticals:

Bulk Samples \$12.00

Air Samples (PCM) \$ 7.00

Air Samples (TEM) \$65.00

Now therefore be it,

RESOLVED, the Plainfield Board of Education accepts the low bid of TTI Environmental, Inc.

*only bidder

2) **CCTV Installation & Maintenance BID # 2015-02**

WHEREAS, the Board of Education pursuant to N.J.S.A. 18A: 18A-1 (et seq) advertised for sealed bids for CCTV Installation & Maintenance on May 22, 2014, and

WHEREAS, in accordance with that advertisement bids were received, publicly opened and read aloud in the Board of Education Office on June 10, 2014 with the following results:

	Bingham Communications, Inc.	Fire & Security Specialists	*New Jersey Solutions & Electrical, LLC	Sal Electric Co, Inc.	Triad Security Systems
	Cedar Grove, NJ	Union, NJ	Dunellen, NJ	Jersey City, NJ	Union, NJ
Maintenance Hourly Rate	\$135.00	\$125.00	\$65.00	\$85.00	\$85.00
Percentage of Mark up	25%	10%	25%	15%	15%

Now therefore be it,

RESOLVED, that the Plainfield Board of Education accepts the low qualified bid of Triad Security Systems.

*does not meet prevailing wage

3) Glass Replacement Supply/Repair BID # 2015-07

WHEREAS, the Board of Education pursuant to N.J.S.A. 18A: 18A-1 (et seq) advertised for sealed bids for Glass Replacement Supply Service Repair on May 22, 2014, and

WHEREAS, in accordance with that advertisement bids were received, publicly opened and read aloud in the Board of Education Office on June 10, 2014 with the following results:

	Crystal Clear Glass	Glasstech, Inc.
	Howell, NJ	South Plainfield, NJ
ITEM	Cost per square foot	Cost per square foot
SUPPLY OF 1/4" CLEAR PLATE GLASS	\$2.50	\$3.00
SUPPLY OF 1/4" CLEAR SAFETY GLASS	\$8.00	\$9.00
SUPPLY OF 1/4" POLISHED (CLEAR) WIRE GLASS	\$3.00	\$4.00
SUPPLY OF 1/4" HAMMERED (FROSTED) WIRE GLASS	\$3.00	\$3.00
SUPPLY OF 1/4" TEMPERED GLASS	\$7.00	\$8.50
SUPPLY OF 1/16" STORM WINDOW GLASS	\$1.50	\$2.00
SUPPLY OF 1/4" LEXAN	\$5.00	\$5.00
SUPPLY OF 48" X 96" X 1" INSULATED PANELS	\$8.00	\$9.00
INSTALLATION OF 1/4" CLEAR PLATE GLASS	\$7.00	\$8.00
INSTALLATION OF 1/4" CLEAR SAFETY GLASS	\$16.00	\$18.00
INSTALLATION OF 1/4" POLISHED (CLEAR) WIRE GLASS	\$6.00	\$8.00
INSTALLATION OF 1/4" HAMMERED (FROSTED) WIRE GLASS	\$7.00	\$8.00
INSTALLATION OF 1/4" TEMPERED GLASS	\$12.00	\$14.00
INSTALLATION OF 1/16" STORM WINDOW GLASS	\$5.00	\$8.00
INSTALLATION OF 1/4" LEXAN	\$7.00	\$8.00
INSTALLATION OF 48" X 96" X 1" INSULATED PANELS	\$8.00	\$8.00

Now therefore be it,

RESOLVED, that the Plainfield Board of Education accepts the low bid from Crystal Clear Glass.

The motion carried on a roll-call vote with Mrs. Campbell, Mrs. Clarke, Mrs. Coley, Mr. Edache, Mrs. Edwards, Mrs. Hall and Mr. Moore in favor and none were opposed.

C. Appointment of Consultant

Strategic Plan Link:

Goal 3: Business Practices

To improve the overall efficiency and effectiveness of business operations.

The Superintendent of Schools recommends and moved by Mr. Edache and seconded by Mrs. Campbell adoption of the following:

RESOLUTION

WHEREAS, the Plainfield Board of Education recognizes the need for an on-site consultant who has expertise and knowledge in the areas of heating controls, heating and ventilating systems service and repairs, and

WHEREAS, Ross Consultants has expertise in this area and provides such services to assist companies and institutions with heating systems management and other related services, now be it

RESOLVED, the Plainfield Board of Education approves the services of Earl Ross Plumbing at a rate of \$40.00 per hour not to exceed \$50,000 per year for the 2014-2015 school year.

The motion carried on a roll-call vote with Mrs. Campbell, Mrs. Clarke, Mrs. Coley, Mr. Edache, Mrs. Edwards, Mrs. Hall and Mr. Moore in favor and none were opposed.

Mrs. Campbell moved and seconded by Mr. Moore and unanimously approved by the Board to adjourn the meeting at 9:05 p.m.

Recorded by:

Yolanda Koon, Interim Board Secretary
YK/bsc