

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

MINUTES of an **ORGANIZATION** Meeting of the Board of
Education Held on Tuesday, January 5, 2016

An **ANNUAL ORGANIZATION** Meeting of the Board of Education of the City of Plainfield was held this day in the Plainfield High School Auditorium. 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. The meeting was called to order at 7:00 p.m. by Mr. Craig Smith, Board Secretary, and the following action took place:

I. PLEDGE OF ALLEGIANCE

II. WELCOME

WELCOME to an Annual Organization 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 Star Ledger on Thursday, December 17, 2015 for advertisement on Saturday, January 2, 2016.

III. OATH OF OFFICE - NEWLY ELECTED BOARD MEMBERS

During this evening's meeting, the oath of office was administered by the Board Secretary to the following newly elected board members:

Three-year term:	1.	John C. Campbell	2018
	2.	Emily E. Morgan	2018
	3.	Richard Wyatt	2018

IV. ROLL CALL

PRESENT

Mr. Terrence S. Bellamy, Sr.
Mr. John C. Campbell
Mrs. Wilma G. Campbell
Mrs. Deborah Clarke
Mrs. Carletta D. Jeffers
Mr. Frederick D. Moore, Sr.
Mrs. Emily E. Morgan
Mr. David M. Rutherford
Mr. Richard Wyatt

ALSO PRESENT

Mrs. Anna Belin-Pyles, Superintendent
Mr. Craig Smith
Mrs. Lisa Fittipaldi, Esq.
Public

V. ORGANIZATION MEETING

A. Nominations for President were received from board members. No second was required. When nominations were closed, a vote was taken on the nominees in the order of nomination. The first candidate receiving a majority of the votes of those present was declared President.

B. Nomination and Election of President.

Mr. Bellamy nominated Mrs. Wilma Campbell for President. The nomination passed on a roll-call vote with seven in members favor. Mrs. Clarke abstained and Mrs. Morgan opposed.

Mr. Smith moved the nominations be closed.

C. President Campbell assumed the Chair.

D. Nomination and election of Vice President.

Mr. Campbell nominated Mr. Moore for Vice President. The nomination of Mr. Moore passed, on a roll-call vote, with nine members in favor and none were opposed.

Mr. Smith moved the nominations be closed.

VII. REMARKS FROM THE BOARD PRESIDENT

Mrs. Campbell welcomed newly elected board members and pledged to work together.

VIII. REMARKS FROM THE SUPERINTENDENT

Mrs. Belin-Pyles also pledged to work together with all boards and the community to serve the student of the Plainfield Public Schools District.

Mrs. Belin-Pyles introduced a resolution to submit to the New Jersey Department of Education the plans for the repair of the administrative offices of the Plainfield Board of Education.

IX. PRIVILEGE OF THE FLOOR

Dan Damon – Questioned why newly elected board member, Mrs. Morgan, was not included in executive session.

Charles McRae – Questioned why newly elected board member, Mrs. Morgan, was not included in executive session.

John Campbell, Jr. – Congratulated his father, John Campbell, Sr. on election and presented roses to his mother, Mrs. Wilma Campbell for her birthday.

Jordan Campbell – Congratulated both his parents, Mr. John Campbell and Mrs. Wilma Campbell, on their election.

Cory Storch – City Council President – Pledged to work with the Board of Education for the betterment of its citizens.

Cynthia Staton Smith – Congratulated her son, Mr. Richard Wyatt, on his election to the Board of Education.

Ethel Coleman – Congratulated the newly elected board members on their victory

Katherine Cardona – President of Plainfield Education Association – Congratulated newly elected board members.

Barry Goode – City Council Member – Congratulated newly elected board members and pledged to work with newly elected board members.

A. Appointment of Board Members to Committee & Other Board AssignmentsCommittees

Finance
David Rutherford

Policy
**Emily Morgan/
Deborah Clarke**

School/Community Relations
**Terrance Bellamy/
Richard Wyatt**

Human Resources
Wilma Campbell

Buildings & Grounds
**John Campbell/
Carletta Jeffers**

Board/Council Liaison
David Rutherford

Curriculum & Instruction
Fred Moore

Long Range Planning
Richard Wyatt

PEA Negotiations
**John Campbell/
Fred Moore
David Rutherford**

PASA Negotiations
**Richard Wyatt/
Carletta Jeffers
Deborah Clarke**

Other Board Assignments – (Delegate/Alternate)

NJSBA Delegates Assembly
Richard Wyatt

Union County Educational Services Commission
Carletta Jeffers

NJSBA Urban Boards
Terrence Bellamy

Union County School Boards Association
John Campbell

Legislative
Emily Morgan

Shared Service
Fred Moore

Information Technology
Richard Wyatt

The Plainfield Board of Education resumed the public session of its Business Meeting at 7:15 p.m.

Mrs. Campbell moved Items B – H of the Organization Agenda as a Consent Agenda, seconded by Mr. Moore. The motion carried, on a roll-call vote with nine members in favor. None were opposed.

B. Adoption of Policies

The following is in order for board adoption:

RESOLUTION

RESOLVED, all Board of Education policies presently in effect be, and are hereby, readopted.

C. Designation of Official Publications

The following is in order for board adoption:

RESOLUTION

RESOLVED, that the Courier-News, Bridgewater, New Jersey is hereby designated the official publication of the Board of Education during the period beginning January 6, 2016 and ending at the Board's next organization meeting, and be it

FURTHER RESOLVED, that the Star Ledger be designated by the Board of Education to receive official notices of board of education meetings as required by law, during the period January 6, 2016 and ending at the Board's next organization meeting.

D. Courses of Study, Textbook List and Curricula Guides

The following is in order for board adoption:

RESOLUTION

RESOLVED, all Plainfield Board of Education courses of study, textbook list and curriculum guides previously approved and in effect be, and are hereby readopted for 2016 – 2017 fiscal year.

E. Appointment of Representatives Requesting Federal and State Funds

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

RESOLUTION

RESOLVED, that Anna Belin-Pyles, Superintendent of Schools and Gary L. Ottmann, School Business Administrator for the Plainfield Board of Education or their designees, be designated as the Board’s agents to request state and federal funds under the existing State and Federal Laws for the period from the date of this Organization Meeting to the Board Organization Meeting in the next calendar year.

F. Parliamentary Procedures

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

RESOLUTION

RESOLVED, that the Plainfield Board of Education adopts the Roberts Rules of Order as the official procedure manual to be used to conduct meetings and appoint the board secretary and board attorney to act as the parliamentarians for the 2016 – 2017 school year.

G. Open Public Meetings Act

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

RESOLUTION

RESOLVED, that the Plainfield Board of Education, pursuant to chapter 231, PAL (Open Public Meetings Act) does hereby proclaim the public meetings of the board of education will be held in the Plainfield High School Auditorium, 950 Park Avenue, at 8:00 p.m. as set forth below unless indicated otherwise, be it

FURTHER RESOLVED, that the purpose of the Regular Meetings shall be the normal conduct of business of the board of education and any other items brought to the Board’s attention by the Board Members, Board Attorney, Superintendent and Business Administrator/Board Secretary, be it

FURTHER RESOLVED that the Plainfield Board of Education does hereby designate the Courier-News and Star Ledger as official newspapers to receive notices of meetings; and be it

FURTHER RESOLVED, that notices of meetings of the Board of Education will be posted in the Plainfield Board of Education Administration Office and posted on the District website, be it

FURTHER RESOLVED, that the Plainfield Board of Education reserves the right to adjourn or recess a meeting at any time to discuss such matters that may be considered in closed session. However, the Board will first adopt a resolution stating the general nature of the subject to be discussed, and, as precisely as possible, the time and circumstances under which disclosure to the public will be made; and, be it

FURTHER RESOLVED, that in order to conduct its meetings properly and efficiently, the Board shall require the following procedures pertaining to public participation at Board Meetings:

- Any individual desiring to speak shall give his or her name, address, and the group, if any, that is represented.
- The presentation shall be as brief as possible but no more than five (5) minutes per individual.
- The Board vests in its president, or other presiding officer, authority to terminate the remarks of any individual if he/she deems it in the best interest of those present to do so.

be it,

FURTHER RESOLVED, that the Plainfield Board of Education will meet on the following dates:

<u>Type of Meeting</u>	<u>* Date</u>	<u>Place</u>	<u>Time</u>
Policy Committee	1 st Tues.ea.mo.	PHS Conf.	8:00 p.m.
Personnel/Exec. Ses.	1 st Tues.ea.mo.	PHS Conf.	6:30 p.m.
Curric. & Instr.	1 st Tues.ea.mo.	PHS Conf.	8:00 p.m.
Finance Committee	1 st Tues.ea.mo.	PHS Conf.	8:00 p.m.
Bldgs. & Grds. Cmte	1 st Tues.ea.mo.	PHS Conf.	8:00 p.m.
BUSINESS MEETING	3rd 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)

H. Travel and Related Expense Reimbursement 2016 – 2017

The following is in order for board adoption:

RESOLUTION

WHEREAS, the Plainfield Board of Education recognizes school staff and Board Members will incur travel expenses related to and within the scope of their current responsibilities and for travel that promotes the delivery of instruction or furthers the efficient operation of the school district; and

WHEREAS, N.J.A.C. 6A:23B-1.1 et seq. requires Board Members to receive approval of these expenses by a majority of the full voting membership of the Board and staff members to receive prior approval of these expenses by the Superintendent of Schools and a majority of the full voting membership of the Board; and

WHEREAS, a Board of Education may establish, for regular district business travel only, an annual school year threshold of \$1,000.00 per staff member where prior Board approval shall not be required unless this annual threshold for a staff member is exceeded in a given school year (July 1st through June 30th); and

WHEREAS, travel and related expenses not in compliance with N.J.A.C. 6A:23B-1.1 et seq., but deemed by the Board of Education to be necessary and unavoidable as noted on the approved Board of Education Out-of-District Travel and Reimbursement Forms; now therefore be it

RESOLVED, that the Plainfield Board of Education approves all travel not in compliance with N.J.A.C. 6A:23B-1.1 et seq. as being necessary and unavoidable as noted on the approved Board of Education Out-of-District Travel and Reimbursement Forms; and be it

FURTHER RESOLVED, the Board of Education approves travel and related expense reimbursement in accordance with N.J.A.C. 6A:23B-1.2(b), to a maximum expenditure of \$110,959.00 for all staff and board members.

I. Code of Ethics

The following is in order moved by Mrs. Campbell and seconded by Mr. Campbell for board adoption:

RESOLUTION

The Plainfield Board of Education members had the required Board of Ethics Training session as required under N.J.A.C. 6:3-1.3 and N.J.A.C. 6A:30

RESOLVED, that the New Jersey School Boards Association "Code of Ethics" shall be considered the official Code of Ethics of the Plainfield Board of Education:

- A. I will uphold and enforce all laws, state board rules and regulations, and court orders pertaining to schools. Desired changes should be brought about only through legal and ethical procedures.
- B. I will make decisions in terms of the educational welfare of children and will seek to develop and maintain public schools which meet the individual needs of all children regardless of their ability, race, creed, sex or social standing.
- C. I will confine my board action to policymaking, planning and appraisal and I will help to frame policies and plans only after the board has consulted those who will be affected by them.
- D. I will behave toward my fellow board members with the respect due their office--demonstrating courtesy, decorum and fair play at all public meetings and in all public statements.
- E. I will refrain from inappropriate conduct in public meetings and in making public statements, refraining from any disparagement of my fellow board members or others on a personal, social, racial or religious basis.
- F. I will carry out my responsibility, not to administer the schools, but, together with my fellow board members, to see that they are well run.
- G. I will recognize that authority rests with the Board of Education and will make no personal promises nor take any private action which may compromise the board.
- H. I will refuse to surrender my independent judgment to special interest or partisan political groups or to use the schools for personal gain or for the gain of friends.
- I. I will hold confidential all matters pertaining to the schools which, if disclosed, would needlessly injure individuals or the schools. But in all other matters, I will provide accurate information and, in concert with my fellow board members, interpret to the staff the aspirations of the community for its schools.
- J. I will vote to appoint the best qualified personnel available after consideration of the recommendation of the Chief School Administrator.
- K. I will support and protect school personnel in proper performance of their duties.
- L. I will refer all complaints to the Chief School Administrator and will act on such complaints at public meetings only after failure of an administrative solution.

The motion carried on a roll-call vote with nine members in favor and none were opposed.

X. REPORT FROM THE FINANCE COMMITTEE

A. Submission of DOE Specifications – 504 Madison Ave.

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 Mrs. Campbell and seconded by Mr. Campbell adoption of the following:

RESOLUTION

WHEREAS, the Plainfield Board of Education has previously authorized certain capital projects, and

WHEREAS, the District, pursuant to the Education Facilities Construction and Financing Act, P.L. 2000 and the New Jersey Department of Education implementing regulations N.J.A.C. 6A:26-1 et seq is requesting that the following projects be reviewed as an “other capital project” and

WHEREAS, if the facility is to house students it is therefore subject to the educational adequacy requirements set forth in N.J.A.C. 6A:26-5, now therefore be it

RESOLVED, the Plainfield Board of Education authorizes the submission of the 504 Madison Avenue project to the NJDOE.

The motion carried on a roll-call vote with eight members in favor. Mrs. Morgan abstained and none were opposed.

Mrs. Campbell moved and seconded by Mr. Moore and unanimously approved by the Board to adjourn the meeting at 8:10 p.m.

Reported by,

Craig Smith, Board Secretary
CS/bsc